

2020 Census Participant Statistical Areas Program (PSAP)

Standard Statistical Geography Webinar



Agenda

- PSAP Overview.
- Schedule.
- Materials.
- Standard Statistical Geography Overview.
- Geographic Update Partnership Software (GUPS).
- Technical Demonstration.
- Secure Web Incoming Module (SWIM).
- Available assistance for PSAP.

PSAP Overview

- Designated participants have the opportunity to review and suggest changes to the boundaries and names for statistical geographic areas, based on U.S. Census Bureau criteria and guidelines.
- The Census Bureau uses these statistical geographies to tabulate and disseminate data for the Decennial Census, Economic Census, and the American Community Survey (ACS).
- PSAP is a county-based program. Participants review and submit updates for a whole county or counties.

PSAP Overview: Participants' Responsibilities

The official primary participant is responsible for:

- Coordinating review and update of statistical area boundaries.
- Engaging with and including other stakeholders in the review process.
 - Because of the decision to no longer define traffic analysis zones for the Census Transportation Planning Products (CTPP), transportation planners should be consulted during the PSAP delineation phase, particularly with regard to special use census tracts and special use block groups.
- Ensuring that the areas submitted to the Census Bureau meet the needs of a variety of data users in the local area.
- Returning updates to the Census Bureau.

PSAP Overview: Engaging Other Stakeholders

- Census Bureau statistical areas are a “shared resource” that are most relevant when they reflect the needs of a variety of data users.
- Examples of other stakeholders:
 - Other municipal, town/township, county, or regional planning departments.
 - Economic development authorities.
 - Chambers of commerce and other business-related groups.
 - Academic researchers.
 - Civic associations (especially regarding census designated places).
- How to engage:
 - Notify stakeholders about the start of PSAP and request input.
 - Organize meetings to discuss analytical needs and solicit suggested changes.

PSAP Schedule

Date	Event
July 2018	Census Bureau began sending 2020 Census PSAP invitation materials to participants.
January 2019	PSAP delineation phase begins. Participants have 120 calendar days to submit updates.
January 2019	PSAP webinar trainings begin.
July 2019	Census Bureau sends official communication notifying closeout of PSAP delineation phase.
January 2020	PSAP verification phase begins. Participants have 90 calendar days to review updates.
October 2020	Census Bureau conducts closeout of the 2020 Census PSAP.

Return Postcard

- After comparing the standard statistical geographies and determining the update status of the materials, please complete the postcard indicating whether changes are forthcoming.
- Please return the postcard within 30 days of receipt of materials.

P-300

OMB Control no: 0607-1003

<Entity ID>

U.S. Census Bureau

2020 Census Participant Statistical Areas Program (PSAP)

Delineation Phase Response Postcard

The U.S. Census Bureau received the product preference form from your government/organization indicating how you would like to receive the PSAP delineation materials. Please follow instructions on the letter in this package to review delineation materials for your statistical geographies.

Please check the first box if you will have changes to submit to the Census Bureau's 2020 proposed plan for the standard census tracts and block groups or to the existing boundaries for all other statistical geographies. Check the second box if you will not have any changes to submit.

Check only one of the following boxes after reviewing the 2020 Census PSAP Materials:

☐ I plan to submit changes.

☐ I do not plan to submit changes (I plan to accept the 2020 proposed plans for standard census tracts and block groups and existing boundaries for all other statistical geographies).

Please print your name, then sign, and date below before mailing back to the Census Bureau.

Print name _____

Signature _____

Date _____

Census Bureau Internal Review

- The Census Bureau reviewed **census tracts and block groups** in nearly all counties, identifying suggested changes and adjustments to help streamline the review and update on the part of primary participants.
- New for 2020 PSAP, based on feedback and lessons learned from the 2010 PSAP.
- Reduces the need for boundary corrections.
- Participants choose either the “2020 Proposed Plan” or “2010 Geographies” when using the Modify Area Feature button in the GUPS.

Materials

- Quick Reference Guides:
 - Block Groups.
 - Census Tracts.
 - Census Designated Places.
 - Census County Subdivisions.
- Quick Program Guides
 - Digital Download of GUPS.
 - DVD Delivery of GUPS.
- Standard GUPS Respondent Guide.
- Proposed Changes File
 - Psap20_STCOU_proposed_changes.xls
- Data Disc DVD.
 - Partnership Shapefiles.
 - Digital copies of:
 - Quick Reference Guides.
 - Quick Program Guides .
 - 2020 proposed change excel file.
- GUPS Install DVD.

Proposed Changes Files

- The Census Bureau is providing a Microsoft Excel file containing a list of changed statistical entities.
- This file is the output from the Census Bureau's internal review.
- This file appears on the “data disc” and is available online for download.
- The file contains census tracts that have been split or merged, or have had code/type changes as well as census tracts with modified block groups.

Statistical Geography Overview

- Areas defined solely for data tabulation, dissemination, and analysis.
- Represents areas that do not have legally defined boundaries or are surrogates for legal entities.
 - For example, some quasi-municipal special taxation districts are recognized as census designated places.
- Representations of entities that have (or had) a legal existence, but may lack clear boundaries or may not fit within an agency's definition of legal entities.
 - A municipality that disincorporated may be defined as a census designated place.

Statistical Geography Boundaries

- **Should:**

- Follow visible features whenever possible.
- Use significant/major features on landscape.
- Follow legal conjoint boundaries (where applicable).
- Reflect current land use patterns where possible.

- **Should Not:**

- Cut through housing and other buildings.
- Include “zig-zags” and sharp angles for no purpose.
- Group disparate land use types for no reason.
- Make use of less prominent features when a more significant feature could be used.

Standard Statistical Geographies

- Census tracts.
- Block groups.
- Census designated places (CDPs).
- Census county divisions (CCDs) in 21 states.

Census Tracts

- Small, relatively permanent geographic divisions of a county or county equivalent defined to tabulate and present data from the decennial census, the ACS, and selected other statistical programs.
- Nest within, and completely cover, counties nationwide.
- Boundaries remain the same between censuses making it possible to compare statistics from decade to decade.
 - When splitting a tract or merging tracts, maintain the outer boundary from the previous decade.

Census Tract Criteria

- Must not cross county or state boundaries.
- Must cover the entire land and water area of a county.
- Must comprise a reasonably compact and contiguous land area, with a few exceptions.
- Must meet specific population and housing unit thresholds and suggested area and employment thresholds.
- Should follow visible and identifiable features.
- Must have a basic numeric identifier composed of no more than four digits and may have a two-digit decimal suffix.

Census Tract Thresholds

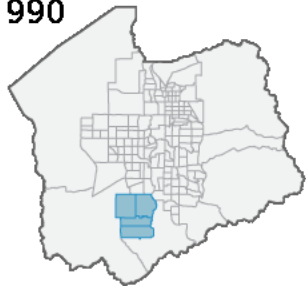
Census Tract Types	Description	Population Thresholds	Housing Unit Thresholds	Area Measurement Thresholds	Employment Threshold
Standard Census Tract	Small statistical subdivisions of counties; emphasis on comparability over time to facilitate longitudinal analysis.	Optimum: 4,000 Min: 1,200 Max: 8,000	Optimum: 1,600 Min: 480 Max: 3,200	None	NA
Special Use Census Tract	A census tract encompassing an employment center, large airport, public park, public forest, or large water body with no (or very little) population or housing units.	None (or very little) or within the standard census tract threshold	None (or very little) or within the standard census tract threshold	At least comparable in size to surrounding standard census tracts	Suggested minimum of 1,200 workers or jobs when encompassing employment centers.

CENSUS TRACTS - 1990

South Jordan, UT Vicinity

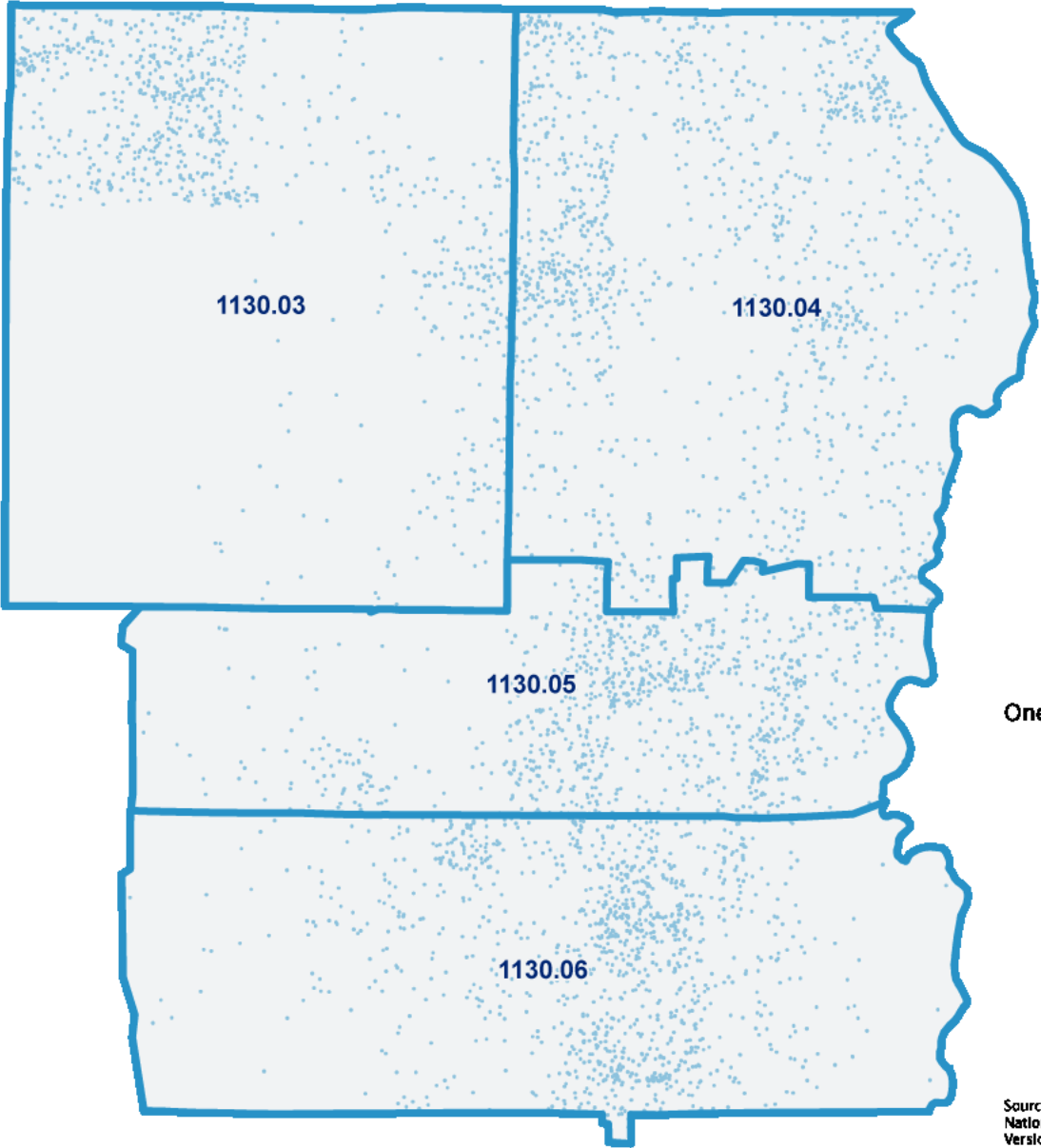
Salt Lake County, Utah

1990



Total Population:
725,956

Number of Tracts:
156



One Dot Represents 10 People

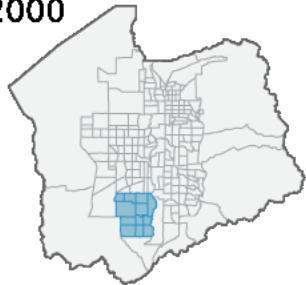
Source: Minnesota Population Center
National Historical Geographic Information System:
Version 2.0

CENSUS TRACTS - 2000

South Jordan, UT Vicinity

Salt Lake County, Utah

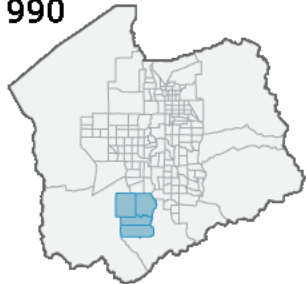
2000



Total Population:
898,387

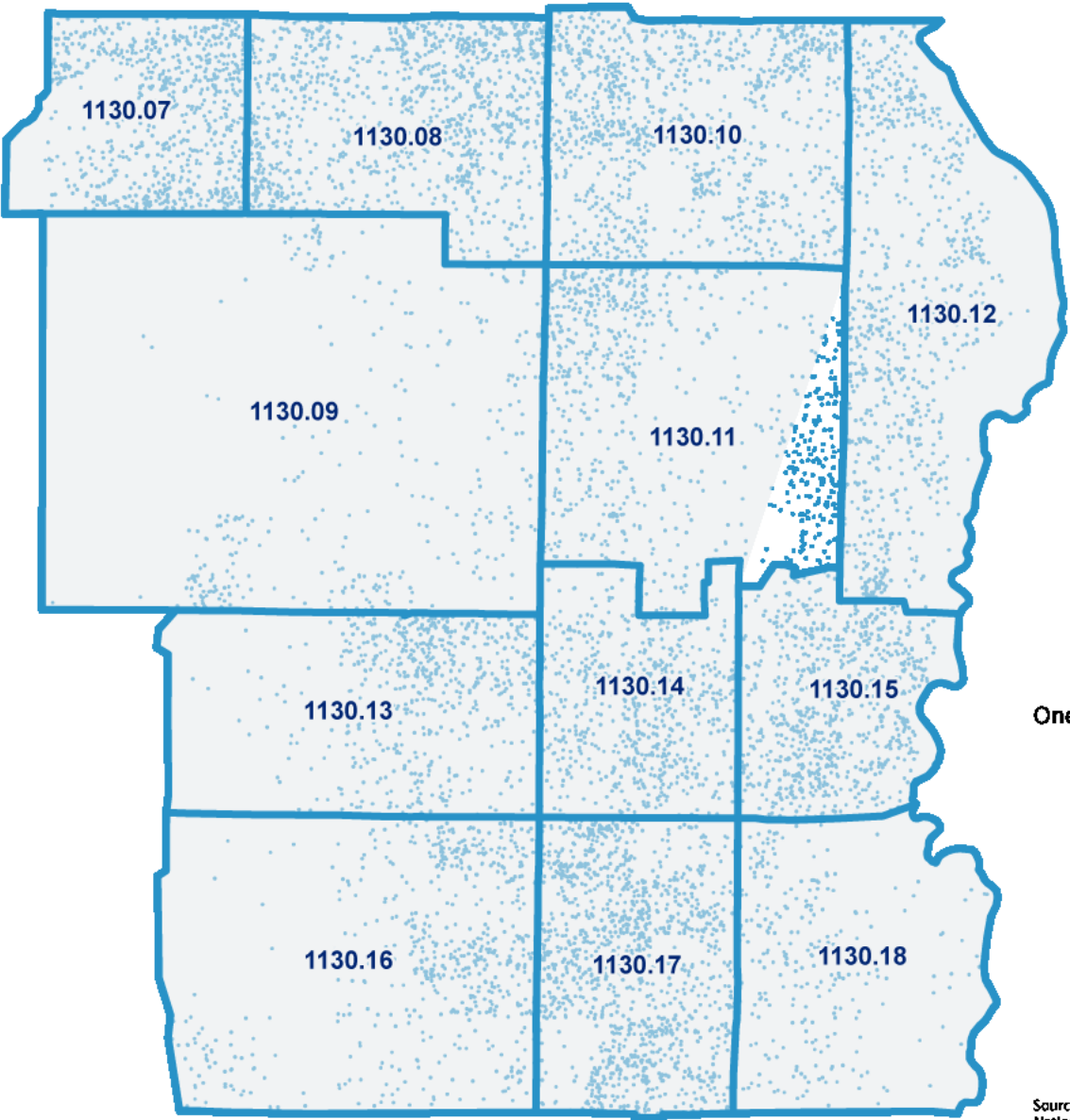
Number of Tracts:
193

1990



Total Population:
725,956

Number of Tracts:
156



One Dot Represents 10 People

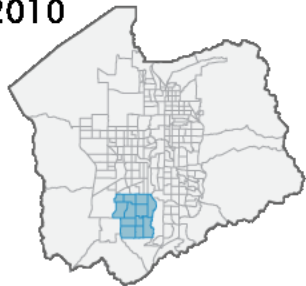
Source: Minnesota Population Center
National Historical Geographic Information System:
Version 2.0

CENSUS TRACTS - 2010

South Jordan, UT Vicinity

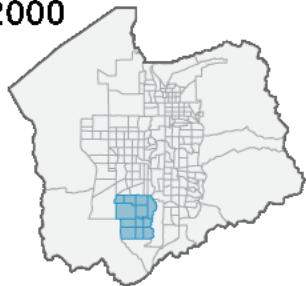
Salt Lake County, Utah

2010



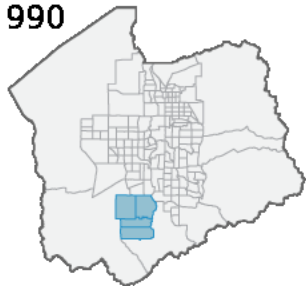
Total Population:
1,029,655
Number of Tracts:
212

2000

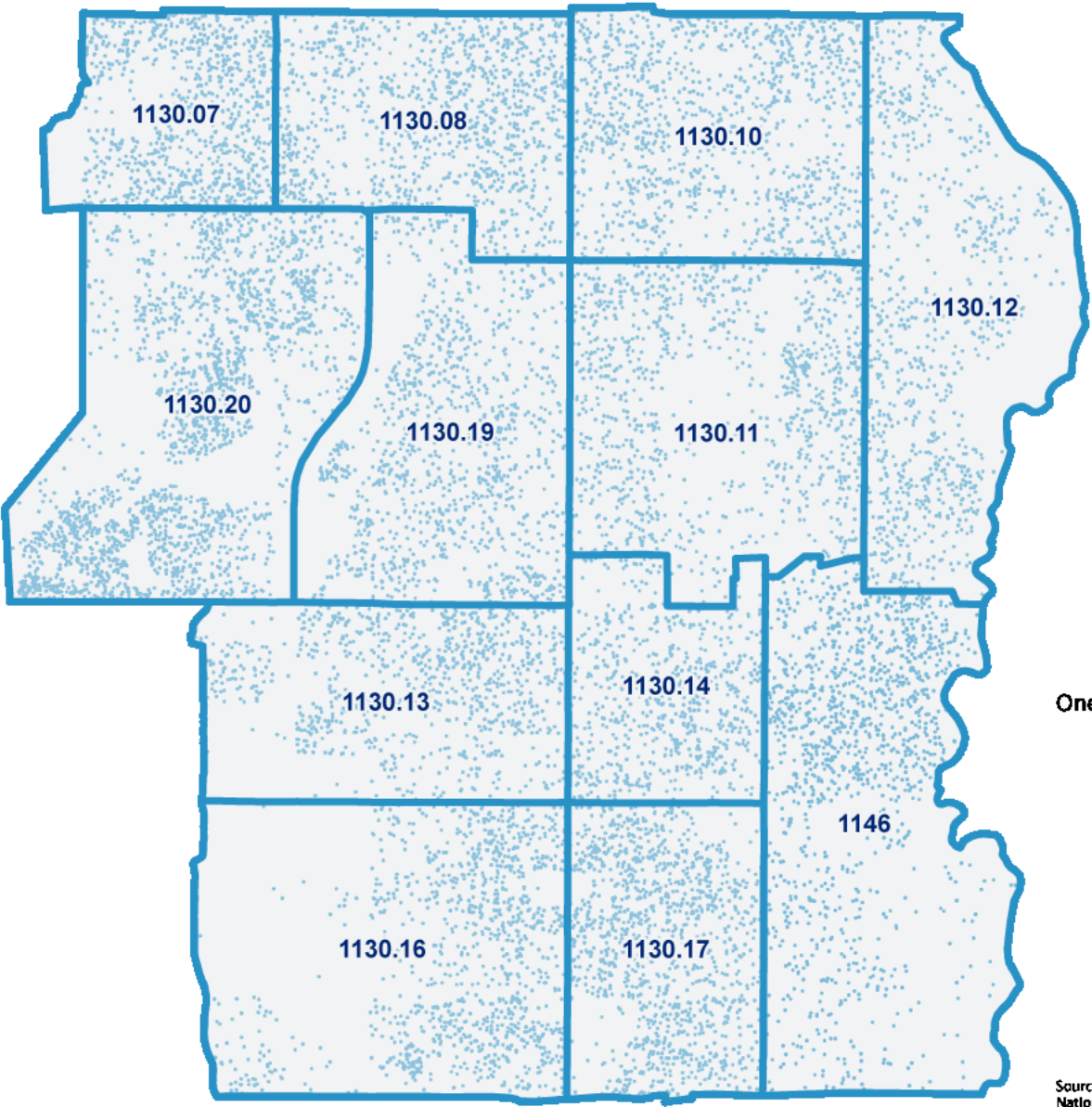


Total Population:
898,387
Number of Tracts:
193

1990



Total Population:
725,956
Number of Tracts:
156



One Dot Represents 10 People

Source: Minnesota Population Center
National Historical Geographic Information System:
Version 2.0

Block Groups – Overview

- Statistical geographic subdivisions of a census tract defined for the tabulation and presentation of data from the decennial census and select other statistical programs.
- Nest within, and completely cover, census tracts nationwide.
- Each block group comprises a reasonably compact and contiguous cluster of census blocks. Census tracts may contain no more than 10 block groups (nine standard and one composed of water).
- Smallest geographies for which the Census Bureau provides sample data, primarily from the ACS 5-year period estimates.

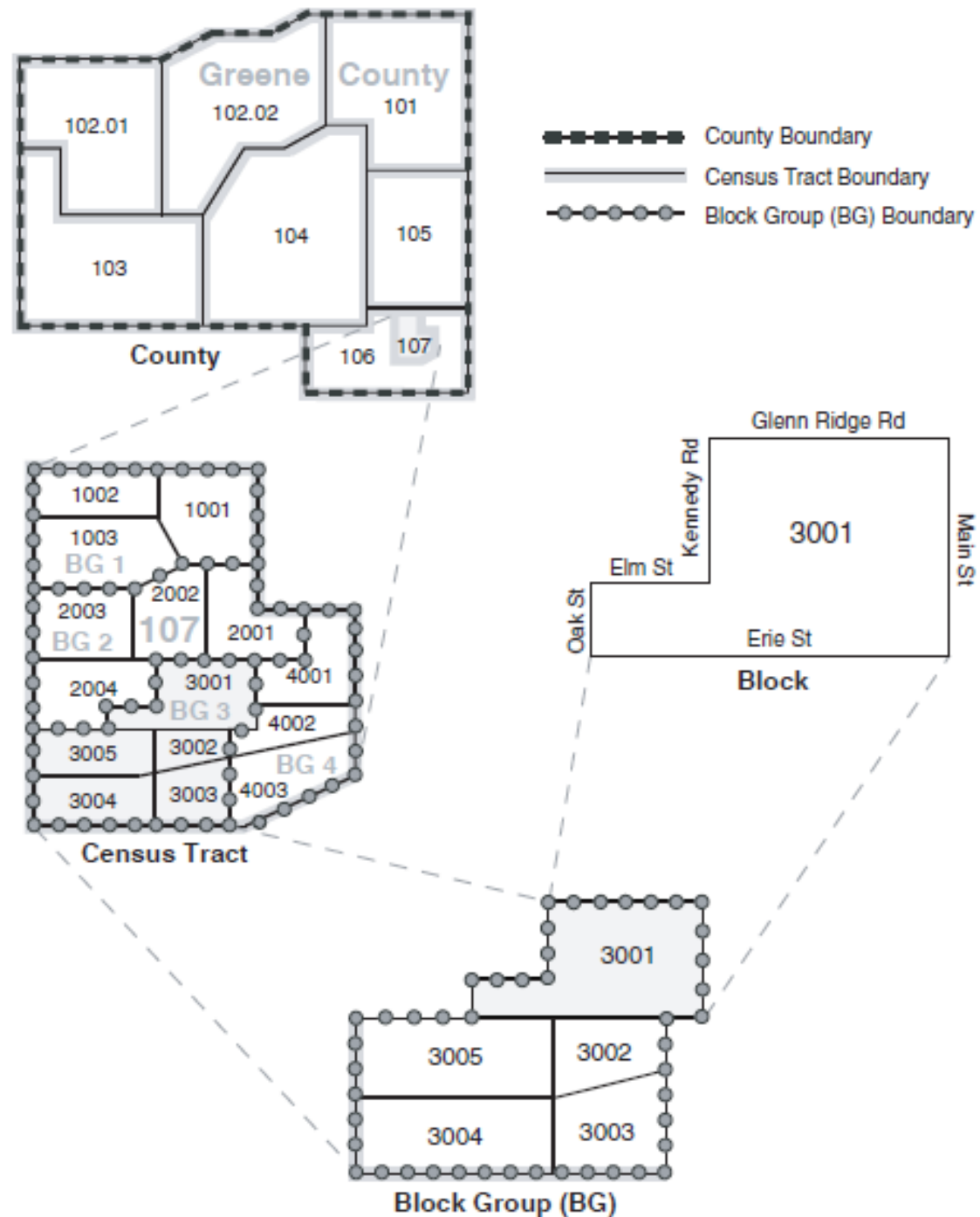
Block Group – Criteria

- Must not cross census tract boundaries.
- Must cover the entire land and water area of each census tract.
- Must comprise a reasonably compact and contiguous land area, with a few exceptions.
- Must meet specific population and housing unit thresholds and suggested area and employment thresholds.
- Boundaries should follow visible and identifiable features.

Block Group – Thresholds

Block Group Types	Description	Population Thresholds	Housing Unit Thresholds	Area Measurement Thresholds	Employment Threshold
Standard Block Groups	Subdivisions of census tracts; smallest geographic area for which ACS data are tabulated and disseminated.	Min: 600 Max: 3,000	Min: 240 Max: 1,200	None	NA
Special Use Block Groups	A block group, usually coextensive with a special use census tract, encompassing an employment center, large airport, public park, public forest, or large water body with no (or very little) population or housing units.	None (or very little) or within the standard block group thresholds	None (or very little) or within the standard block group thresholds	At least comparable in size to surrounding standard block groups	Suggested minimum of 600 workers or jobs.

Statistical Geography Relationships



Census Designated Places (CDPs) – Overview

- Statistical geographic entities representing closely settled, unincorporated communities that are locally recognizable and identifiable by name.
- Statistical equivalents of incorporated places, with the primary differences being the lack of a legally defined boundary.

Census Designated Places (CDP) – Criteria

- Must constitute a single, named, closely settled concentration of population.
- Must generally consist of single piece of territory with a mix residential, commercial and other uses similar to that of an incorporated place of similar size.
- Must contain some population, housing units, or both. No minimum population or housing unit thresholds.
- Should have recognizable names and be used in daily communication by the residents of the community it represents.
 - A CDP cannot have the same name as an adjacent or nearby incorporated place.
- Should follow visible features.
- May cross county boundaries, but must not cross state boundaries.
- Cannot be located, partially or entirely, within an incorporated place or another CDP.

County Subdivisions

Census County Divisions (CCDs)

- Statistical subcounty entities with stable boundaries and recognizable names in 21 states.

Alabama	Alaska (census subareas)	Arizona	California	Colorado	Delaware	Florida
Georgia	Hawaii	Idaho	Kentucky	Montana	Nevada	New Mexico
Oklahoma	Oregon	South Carolina	Texas	Utah	Washington	Wyoming

- No minimum or maximum population guidelines.

Minor Civil Divisions (MCDs)

- Legal entity. Not included in PSAP.
- Subcounty entities in 29 states, the District of Columbia, Puerto Rico, and the Island Areas.
- May have a formal government with elected officials.

Census County Divisions (CCDs)

- CCDs have been established where:
 - No legal minor civil divisions (MCDs) exist.
 - Legal MCDs have no administrative function or are not known to public.
 - Boundaries of MCDs change frequently.
- Statistical units – no legal function.
 - Names of existing CCDs shall not be changed unless a compelling reason is provided.
 - New CCDs should be named after the largest population center or historically central place within it.
 - May be named after a prominent physical feature or American Indian area.

Census County Division (CCDs) – Criteria

- Must have visible and/or stable boundaries.
- Boundaries must follow state and county boundaries and conform to census tract boundaries.
- Boundaries may follow the boundaries of federally recognized AIRs, and federal, state, or locally managed land.
- Boundaries may follow conjoint city limits (where change to the boundary is infrequent).
- Boundaries may follow some nonstandard visible features such as major ridgelines, aboveground pipelines, intermittent streams, or fence lines.
- Boundaries may follow some nonstandard nonvisible features such as parcel boundaries, straight-line extensions and other lines-of-sight between acceptable visible features.

Geographic Update Partnership Software (GUPS)

- Tool for PSAP response.
- Allows participants to review and modify the statistical geographies in an efficient manner.
- Integrates the standardized PSAP requirements and thresholds that define statistical geographies.
- Runs on desktop PC or network environment.
- Runs in QGIS.
- Available by DVD or online download.

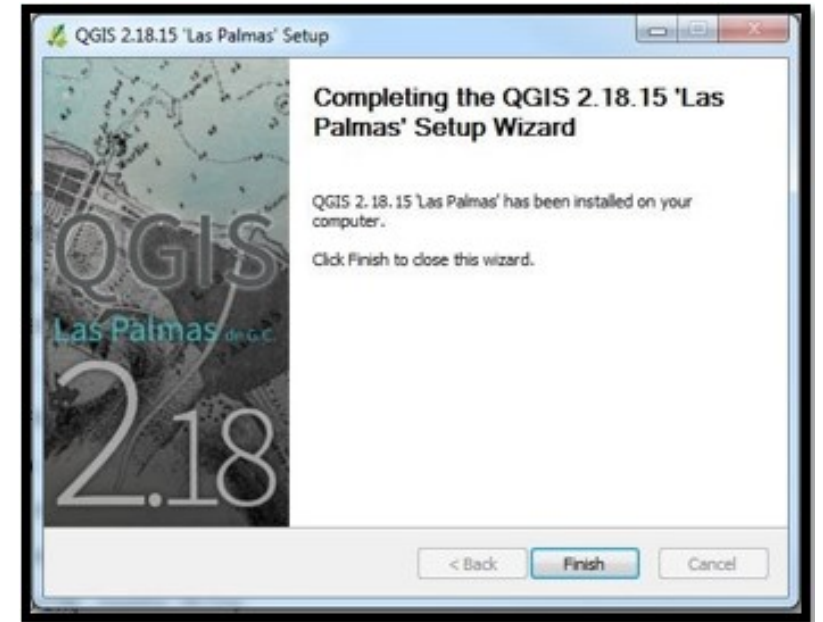
GUPS – System Requirements

- Disk space needed to run: 3.3GB.
- RAM: 4GB minimum.
- Operating system: Windows 7,8, or 10.



GUPS Installation

- Administrator privileges may be required.
- Direct Download.
 - <https://www2.census.gov/geo/pvs/gups/>
- Install from DVD (GUPS disc).
 - Data disc.
- Accessing shapefiles.
 - 'Census Web' option within GUPS.
 - Recommended for participants with internet connectivity.
 - DVD data disc.
 - May load directly from disc or to where participant saved shapefiles.



Technical GUPS Demonstration

- Opening GUPS.
- Map Management Window.
- GUPS Interface.
- Toolbars.
- Add Linear Feature.
- Delete Linear Feature.
- Modify Area Feature Tool.
- Select Census Tract.
- Adding Imagery.
- Split Census Tract By Block Group.
- Merge Block Group.
- Boundary Change – Add Area (CDP).
- Quality Control Checks.

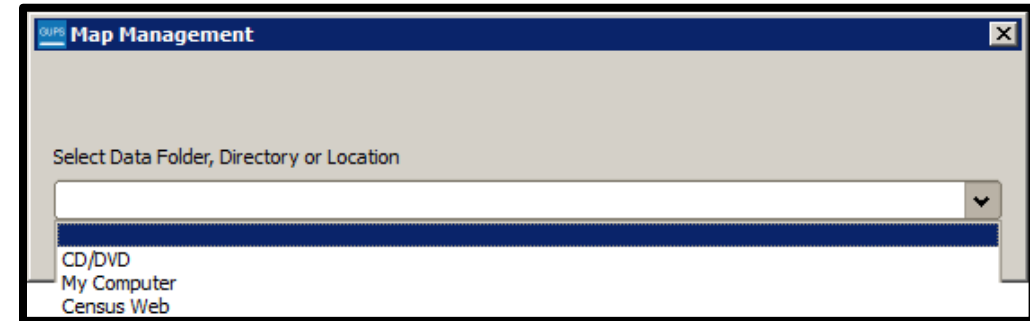
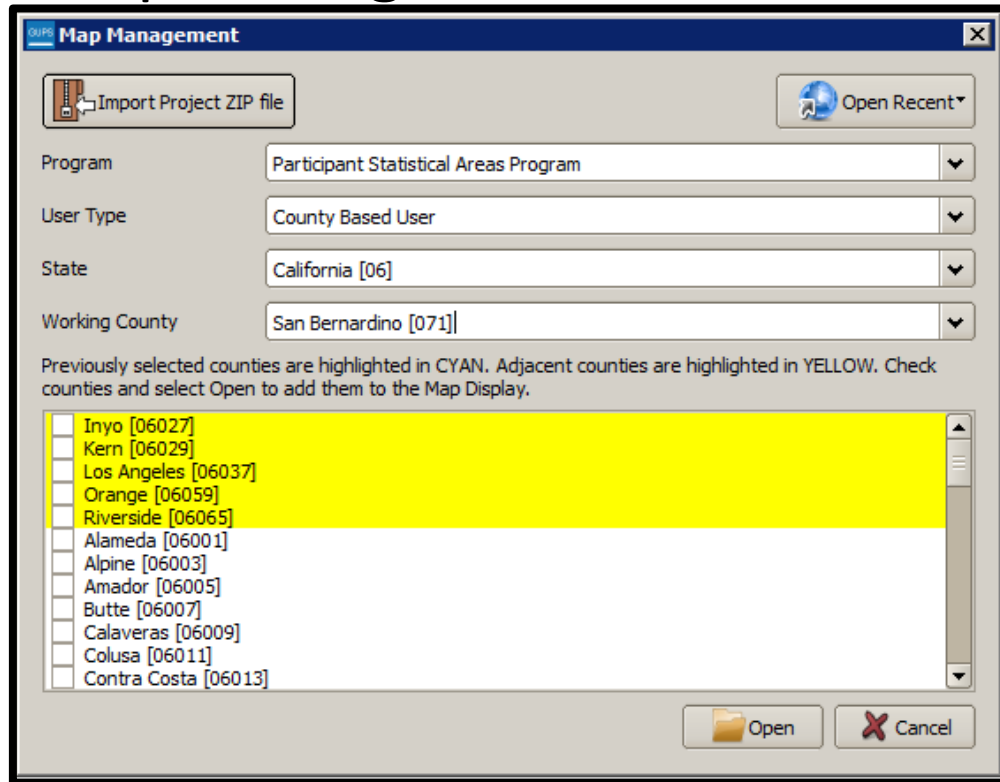
Opening GUPS

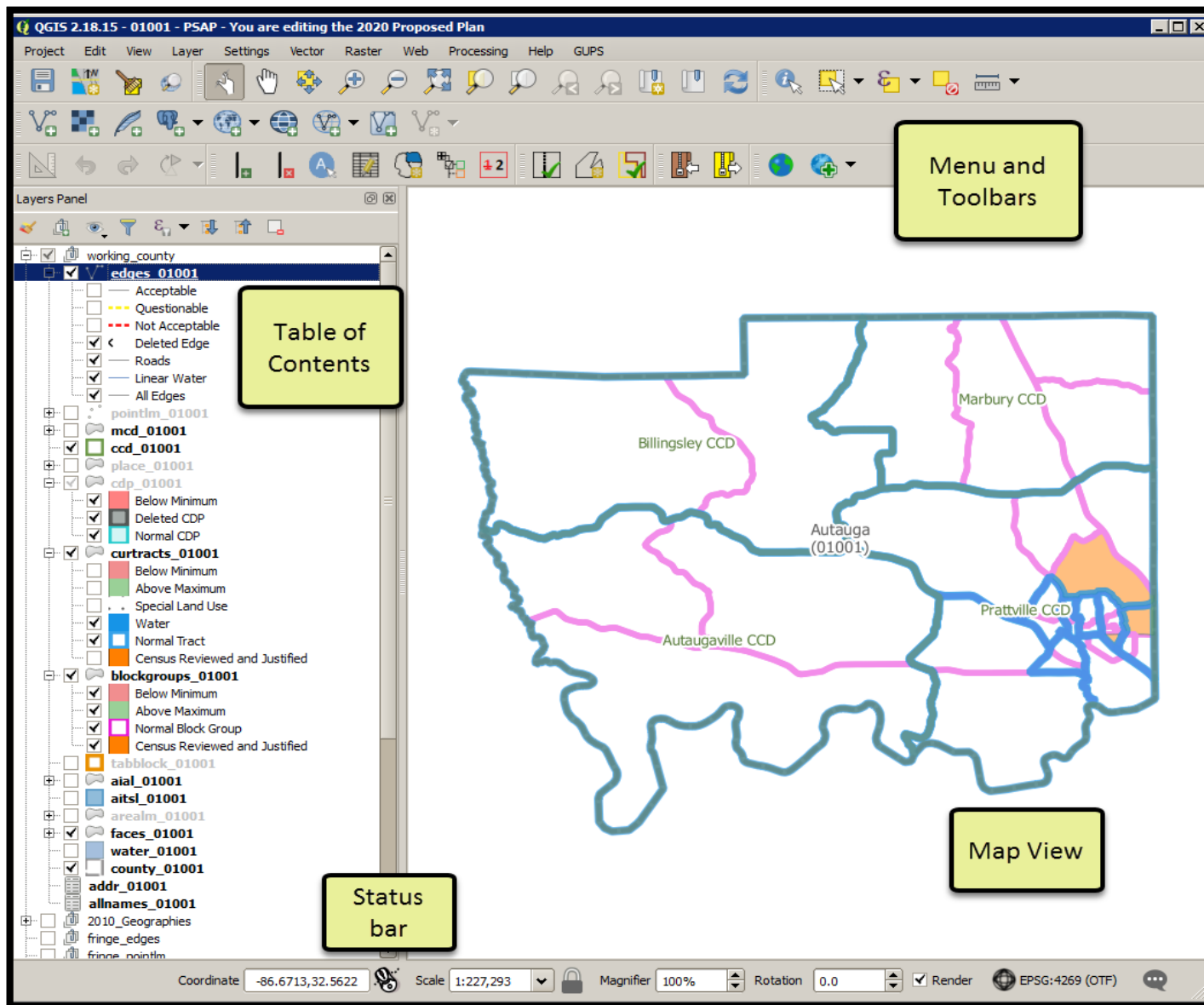
- Double click GUPS icon or navigate from start menu.
- QGIS Tips!
 - 'Next' and 'Previous' will display more tips.
 - Or "I've had enough tips, don't show this on start up any more!"



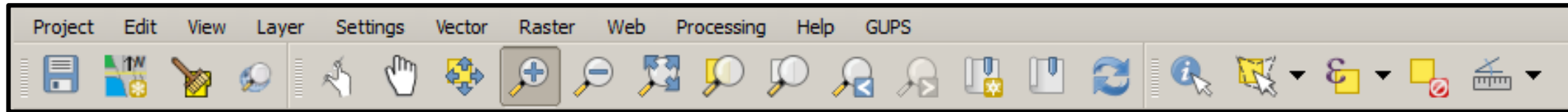
Map Management Window

- Map Management window.

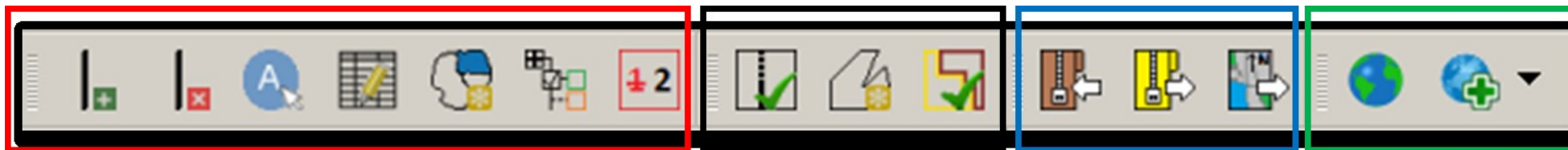




Standard Toolbar



PSAP Toolbar



- Add Linear Feature
- Delete/Restore Linear Feature
- Display All Names
- Modify Linear Feature Attributes
- Modify Area Feature
- Show/Hide Legend
- Renumbering Tool

- Geography Review Tool
- Review Change Polygons
- PSAP Criteria Tool

- Import County Zip
- Export to Zip
- Print Map to File

- Internet Map Service
- Add Imagery

Add Linear Feature



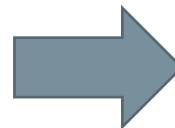
Add Linear Feature

* Indicates required field

MTFCC : *

Name :

OK Cancel



Add Linear Feature

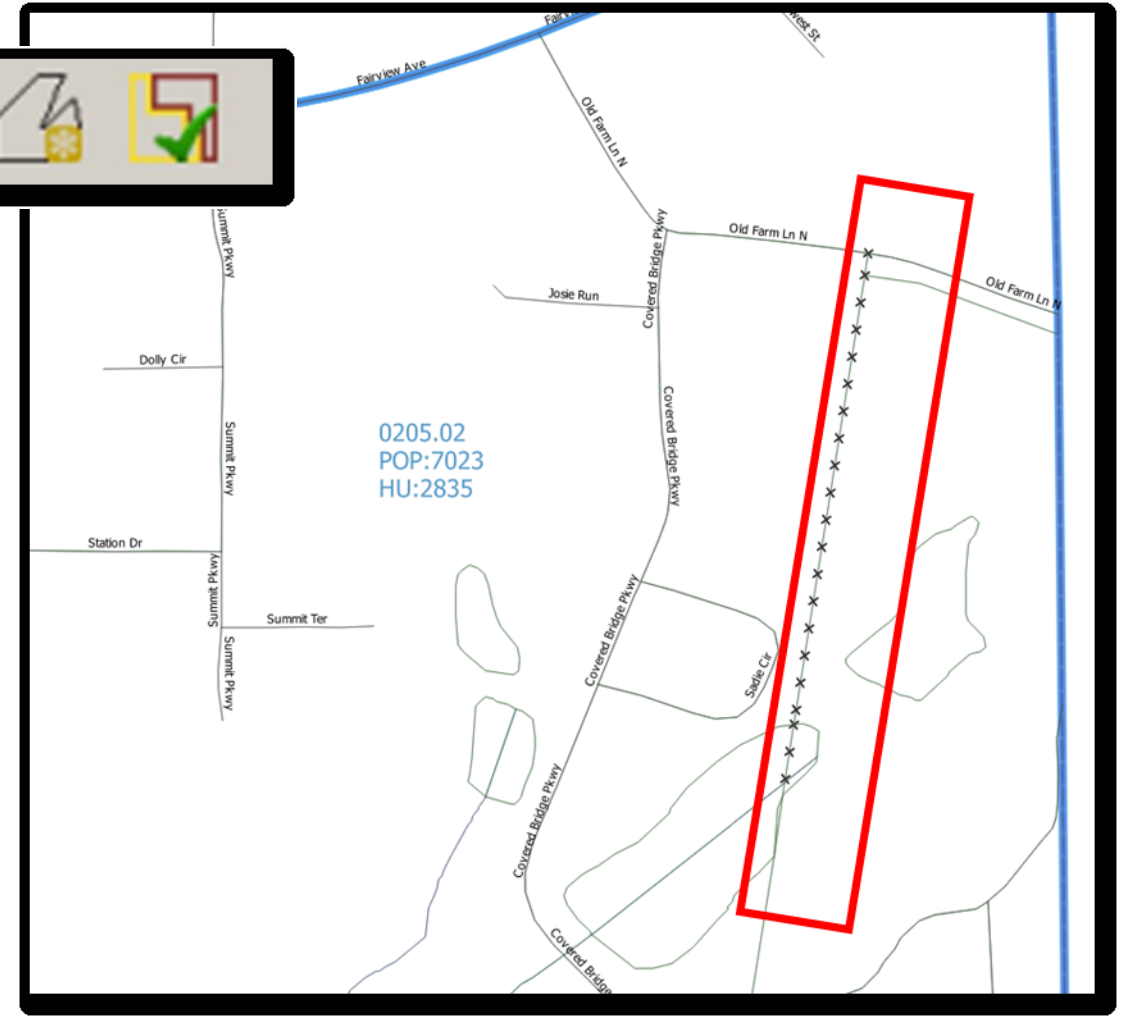
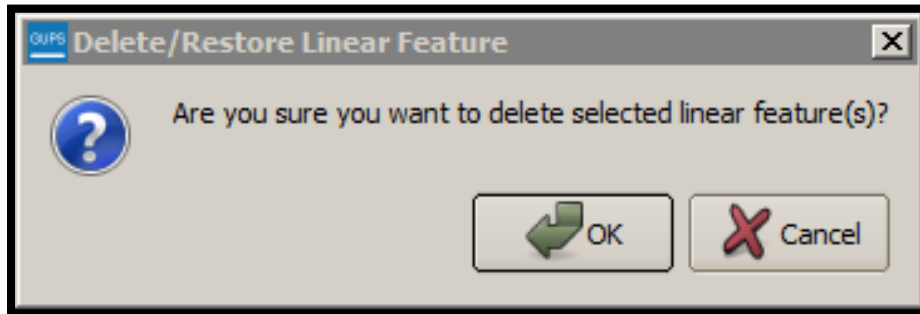
* Indicates required field

MTFCC : *

Name :

OK Cancel

Delete Linear Feature



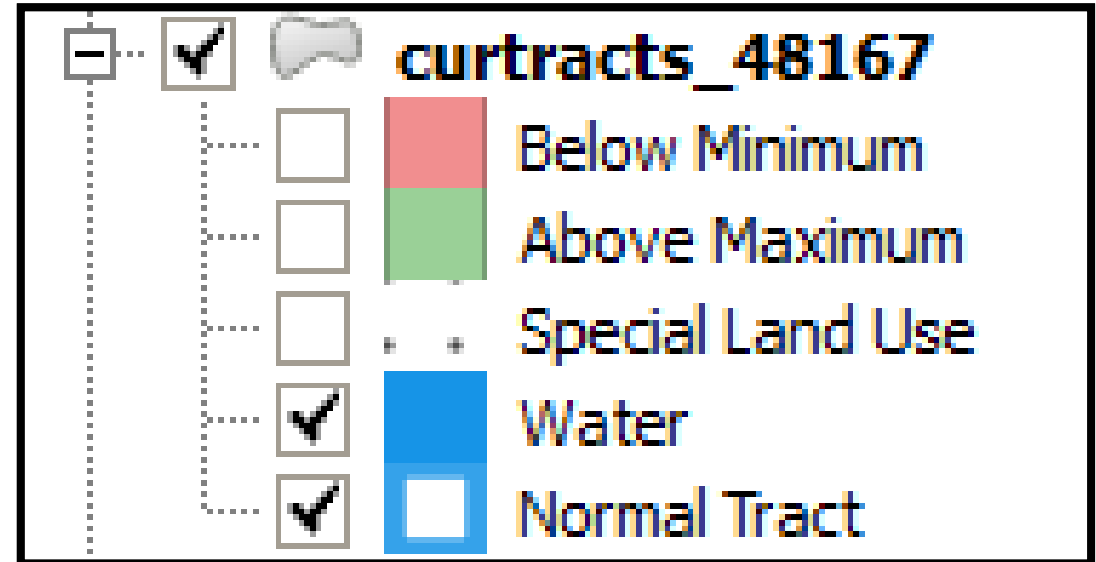
Modify Area Feature Tool

- Enables participants to apply a search filter to each PSAP geography to locate the entities that do not meet specified criteria such as below minimum, above maximum, water, special land use, and other criteria.
- Performs specified actions such as merge, boundary change, and split entities to meet criteria and thresholds.
- Main tool for making changes to the statistical geographies.

Geography	Action	Filter Options	Population and Housing Units Criteria	Change Types
Census tract	Merge, Boundary Change, Split by Block Group, Split by Face, and Change Attribute.	No filter, Below Minimum, Above Maximum, Water, Special Land Use	Census tract is BELOW the minimum population (<1,200) OR housing unit (< 480) threshold. Census tract is ABOVE the maximum population (> 8,000) or housing unit (> 3,200) threshold.	M for Merge, B for Boundary Change, E for Split, and G for Attribute Change. These codes manifest most notably in the Review Change Polygons tool.
Block group	Merge, Boundary Change, Split, and Change Attribute	No filter, Below Minimum, Above Maximum	Block group is BELOW the minimum population (<600) OR housing unit (< 240) threshold. Block group is ABOVE the maximum population (> 3,000) or housing unit (> 1,200) threshold.	M for Merge, B for Boundary Change, E for Split, and G for Attribute Change. These codes manifest most notably in the Review Change Polygons tool.
Census designated place (CDP)	Boundary Change, New District, and Change Attribute	No filter, Below Minimum	None, but must contain some population, housing units, or both.	B for Boundary Change, E for New District (CDP), G for Attribute Change, and X for Deleted CDP. These codes manifest most notably in the Review Change Polygons tool.
Census county division (CCD)	Merge, Boundary Change, New District, and Change Attribute	The Filter option section does not exist for CCDs	None, but since comprised of census tracts the housing and population totals mimic those of that geography.	M for Merge, B for Boundary Change, E for New District (CCD), and G for Attribute Change. These codes manifest most notably in the Review Change Polygons tool.

Select Census Tract – Step 1

- Once loaded, GUPS displays all the data layers on the Map View formatted with color, style, and labels.
- For this example, the “curtracts” is the Census Tract layer, has five different categories.



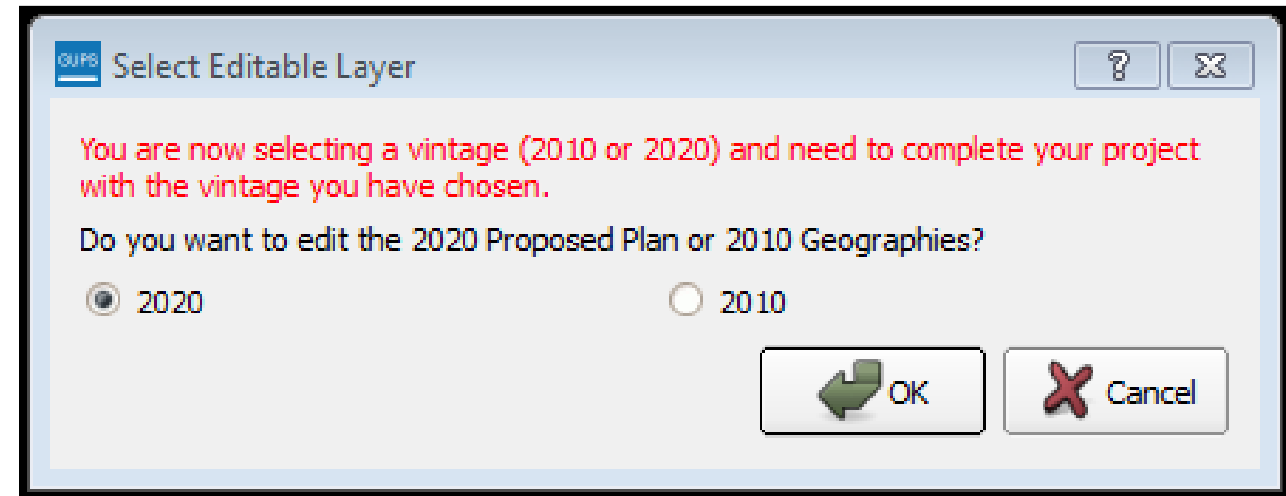
Select Census Tract – Step 2

- Click the **Modify Area Feature** button to start editing the layers within the selected county.



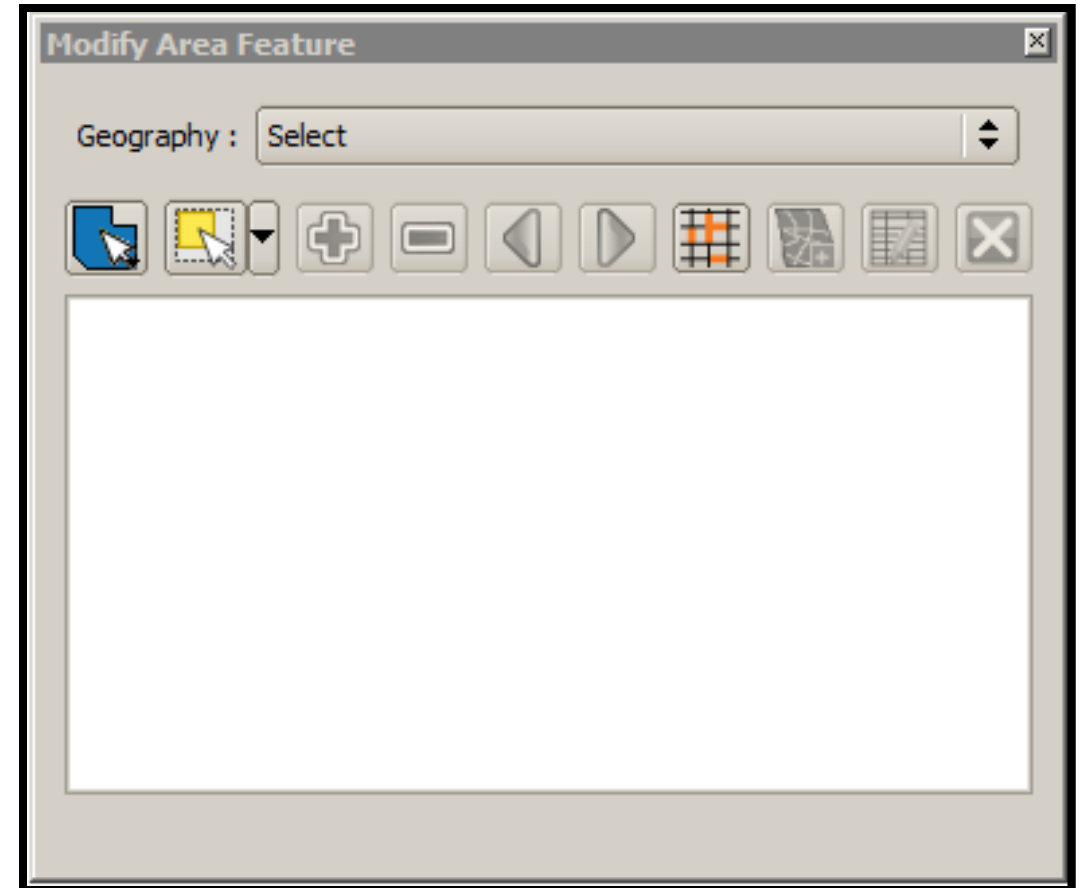
Select Census Tract – Step 3

- The **Select Editable Layers** window appears to choose the vintage to edit.
- The 2020 vintage is stored in the 2020 Proposed Plan.
- The 2010 vintage is stored in the 2010 geographies.
- Select the vintage radio button and then click **OK** button.



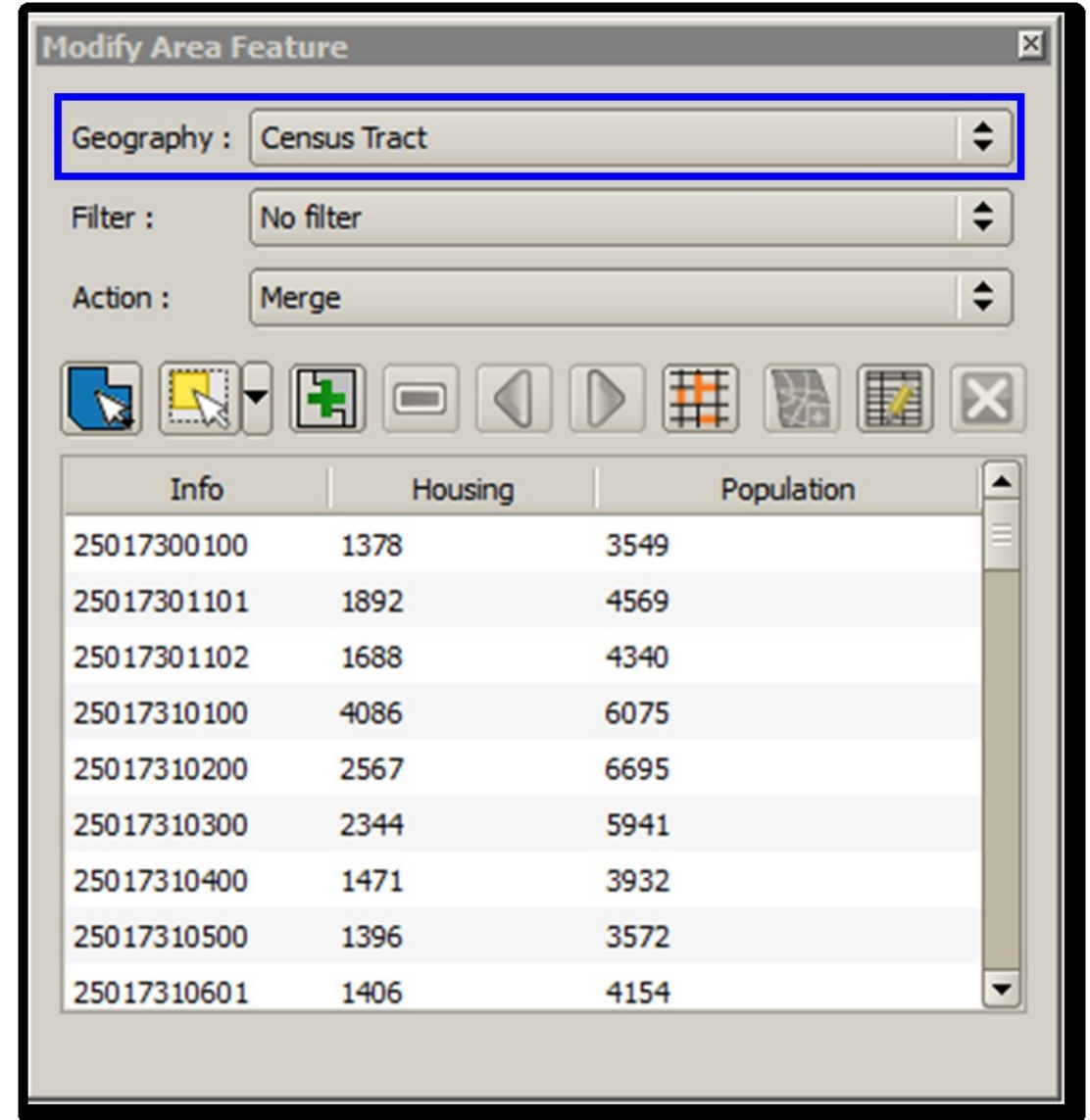
Select Census Tract – Step 4

- The **Modify Area Feature** dialog box displays in the center of the screen.



Select Census Tract – Step 5

- Within the **Modify Area Feature** window, click the **Geography** drop-down menu to select **Census Tract**.



The screenshot shows the 'Modify Area Feature' window with the following settings:

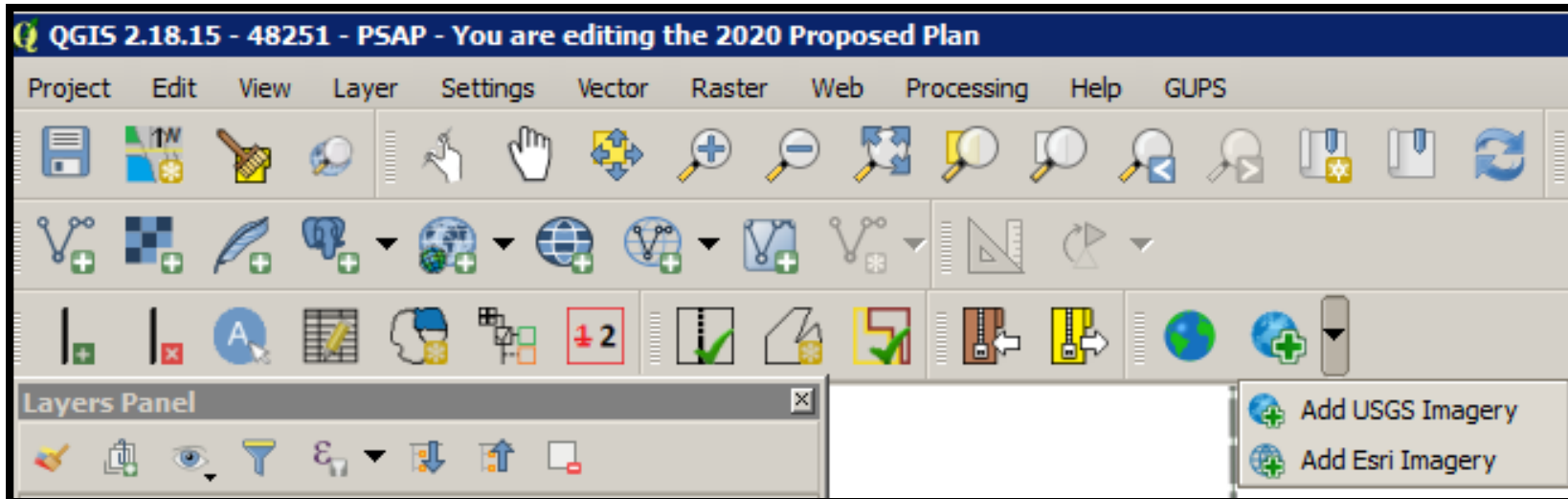
- Geography :** Census Tract
- Filter :** No filter
- Action :** Merge

Below the settings are several icons for map manipulation. At the bottom is a table with three columns: Info, Housing, and Population.

Info	Housing	Population
25017300100	1378	3549
25017301101	1892	4569
25017301102	1688	4340
25017310100	4086	6075
25017310200	2567	6695
25017310300	2344	5941
25017310400	1471	3932
25017310500	1396	3572
25017310601	1406	4154

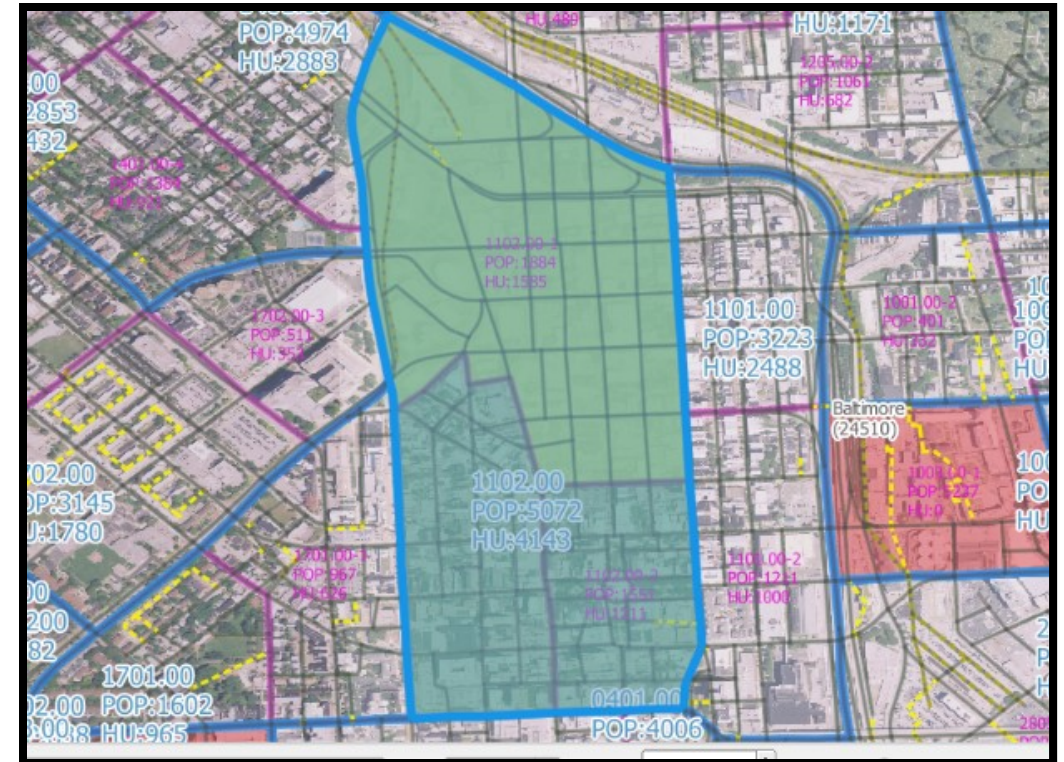
Adding Imagery

- The Census Bureau strongly encourages the use of imagery to review and update the geographies. To enable imagery, click the **Add Imagery** button and choose the imagery source to display in the **Map View**.



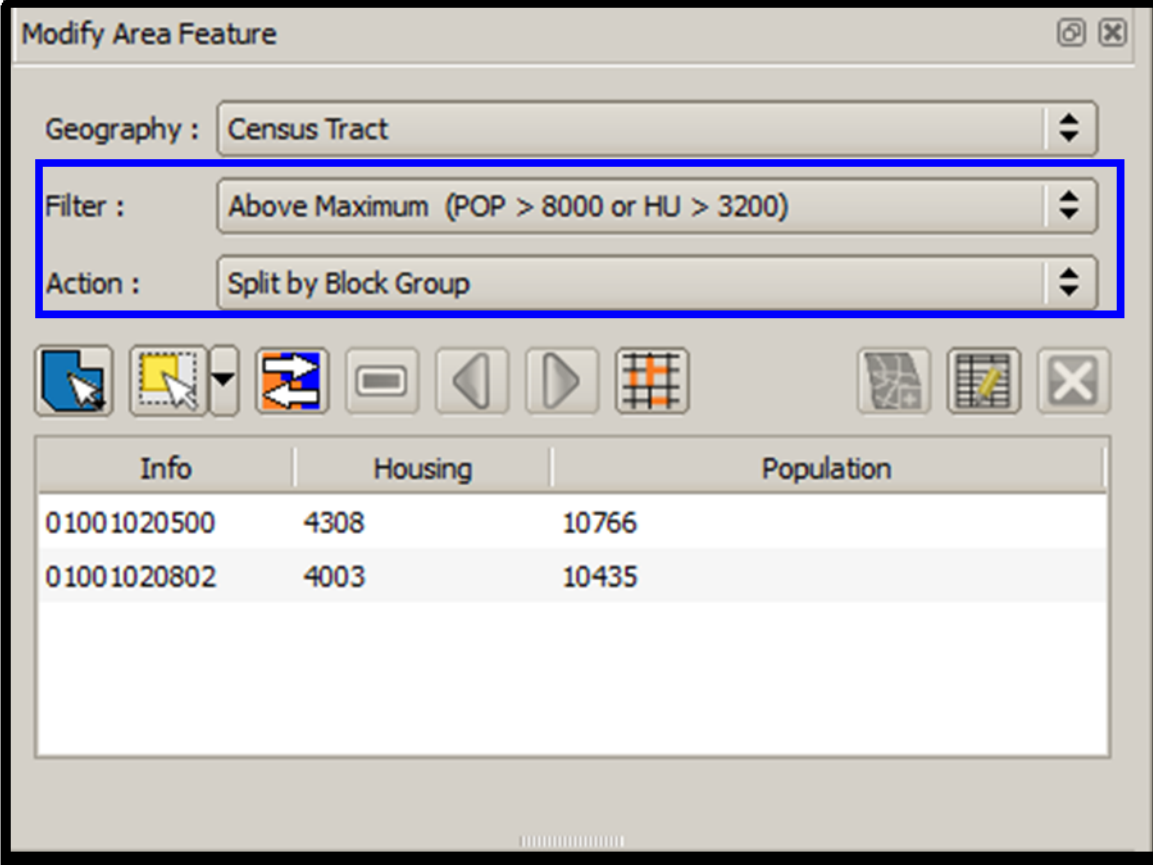
Split Census Tracts by Block Group

- To resolve the census tracts above the maximum threshold, participants can split census tracts by block group within the failing census tract.
- Splitting by block group is the first preference for splitting a census tract because it retains the boundaries of the new tract on features already in use for statistical geographies (block groups).



Split Census Tracts by Block Group – Step 1

- Within the **Modify Area Feature** window, click the **Filter** drop-down menu to select **Above Maximum (POP > 8000 or HU > 3200)**.
 - *This selects all census tracts that have more than the maximum number of housing units or total population. Change the **Action** drop-down to **Split by Block Group**. This allows participants to split the census tract by block group(s).*



Modify Area Feature

Geography : Census Tract

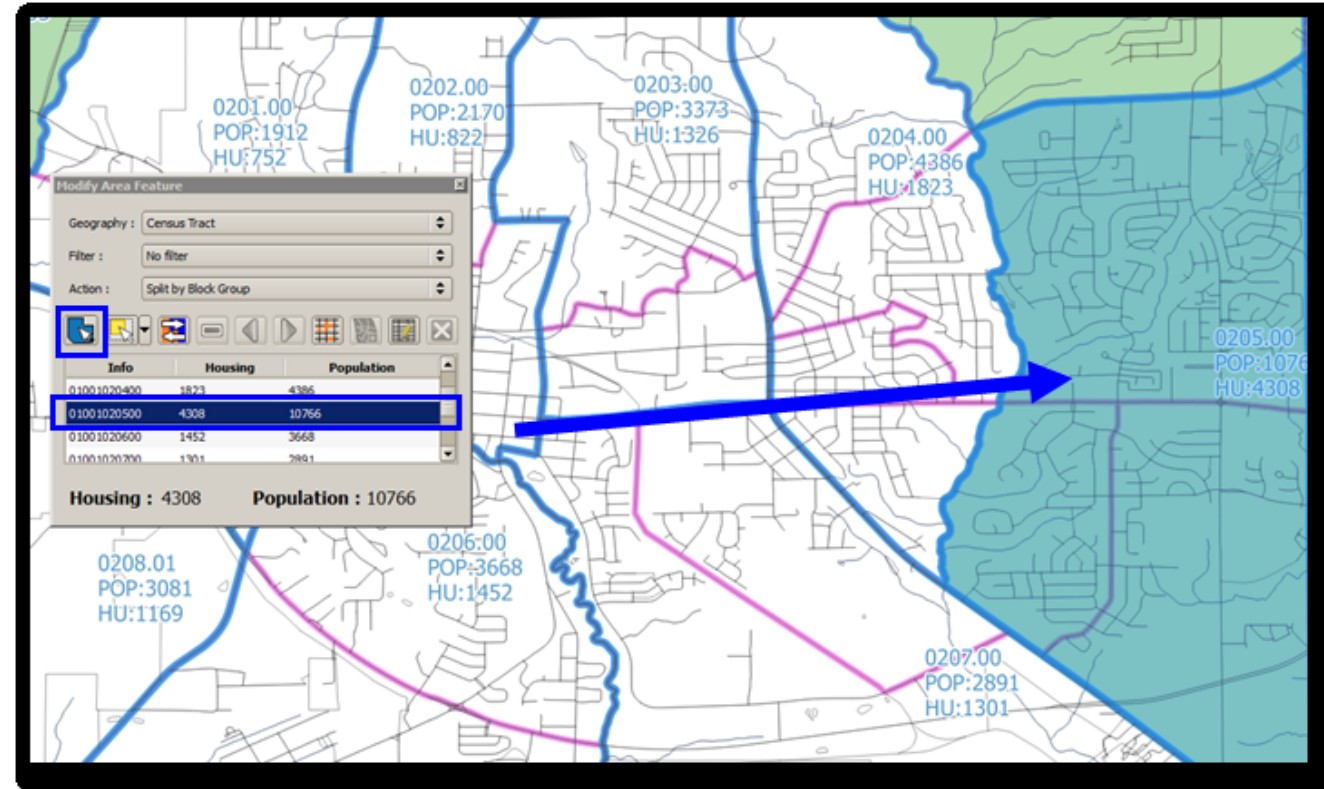
Filter : Above Maximum (POP > 8000 or HU > 3200)

Action : Split by Block Group

Info	Housing	Population
01001020500	4308	10766
01001020802	4003	10435

Split Census Tracts by Block Group – Step 2

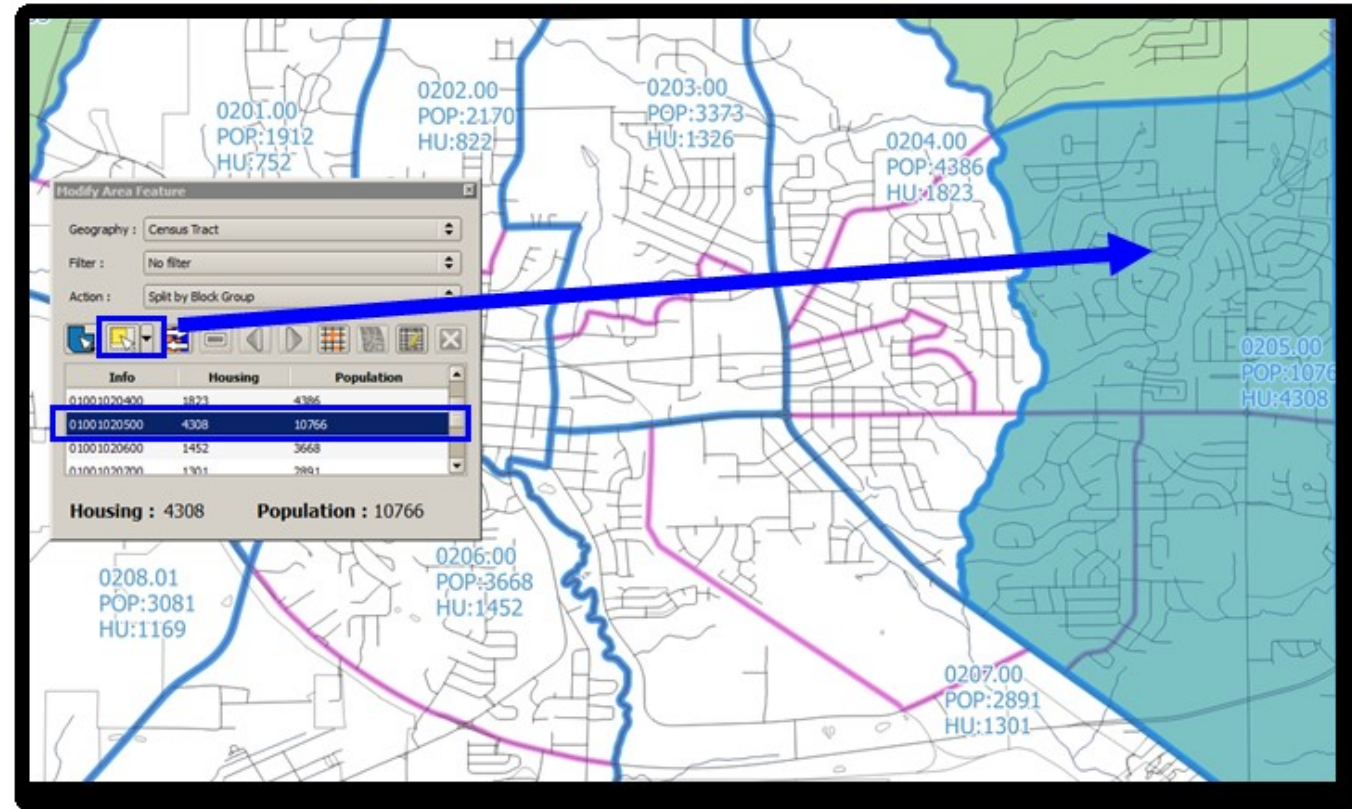
- Click **Select Target Area** button and click on the map to select a census tract OR double click to select a census tract from the **Info** column within the **Modify Area Feature** window.
 - The **Map View** zooms to the selected census tract to review for potential splitting and highlights it in light blue/green color.*



The housing and population totals displays on the bottom of the **Modify Area Feature** tool.

Split Census Tracts by Block Group – Step 3

- Click the **Select Features by Area** button with a single click on the **Map View** to select a single block group.
- Hold down the Ctrl key on the keyboard and then click to select additional block groups as needed.
- Participants can also click the **Map View** and drag the mouse to select multiple block groups.
 - *The selected block group(s) highlight and the housing units and population numbers change dynamically.*



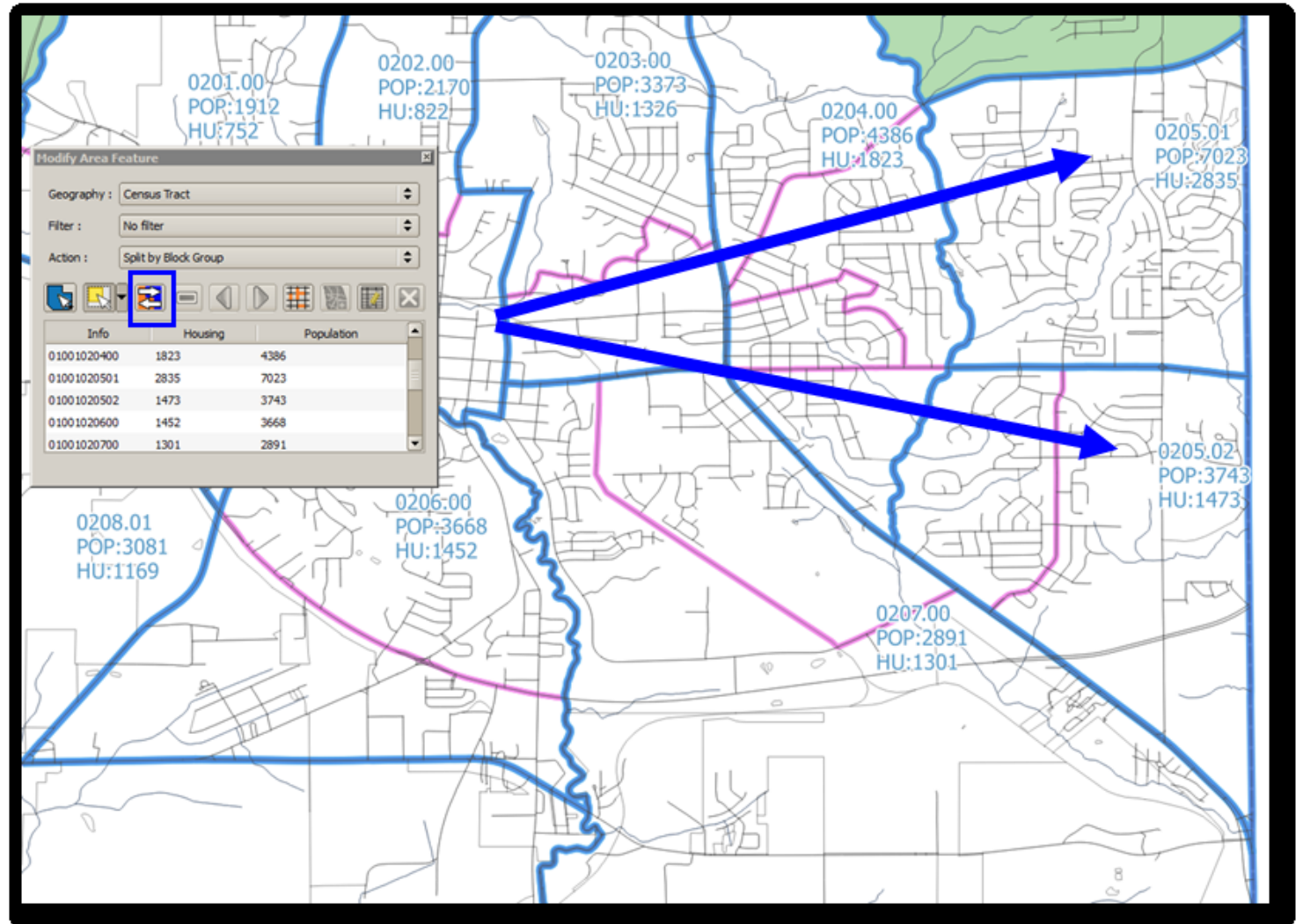
IMPORTANT: Remember to keep the census tract threshold numbers in mind:

Population: 1,200 – 8,000 **Optimum: 4,000.**

Housing: 480 – 3,200 **Optimum: 1,600.**

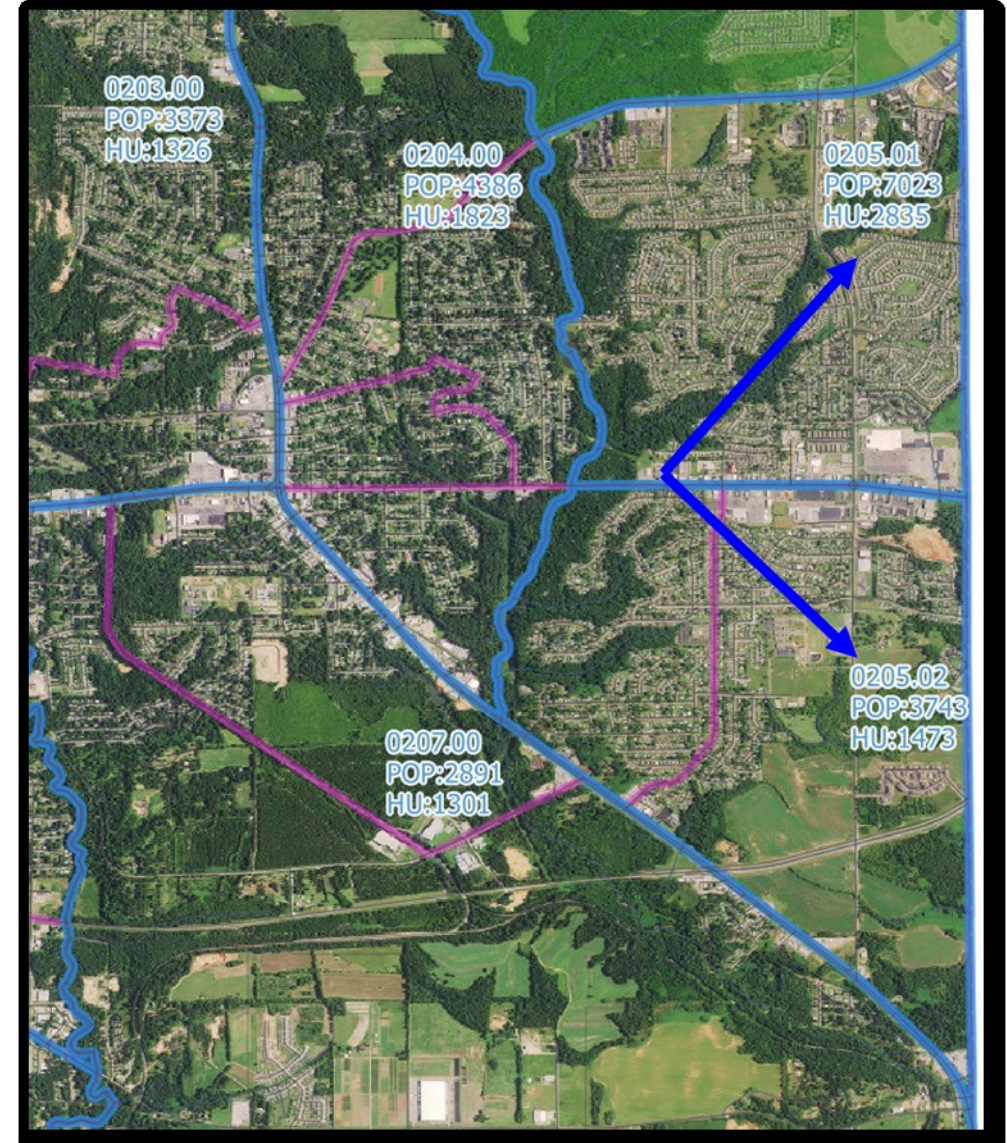
Split Census Tracts by Block Group – Step 4

- If the selected block groups generate a valid new census tract, click the **Split by Block Group** button to create two new census tracts.



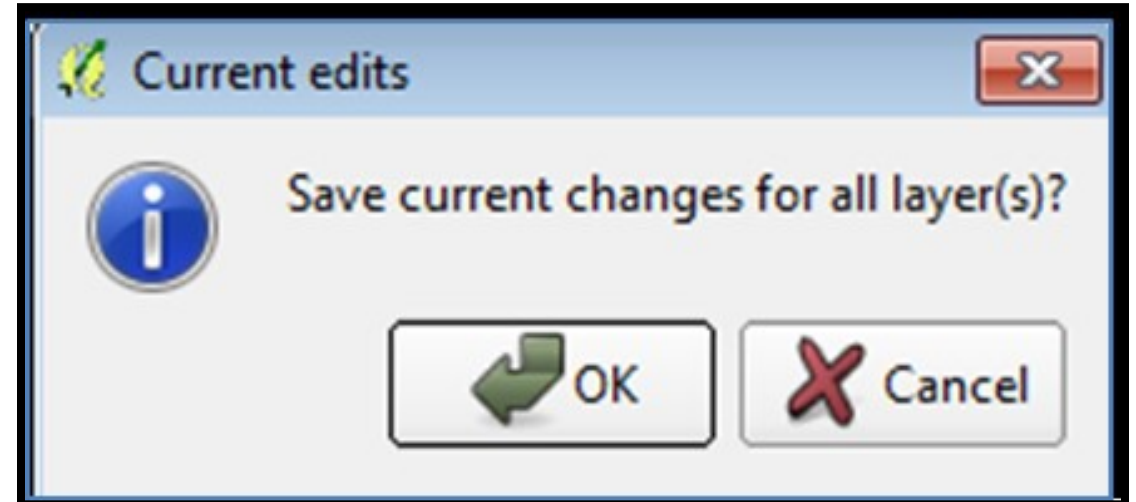
Split Census Tracts by Block Group – Step 5

- Refer to the **Map View** to verify that GUPS created the new census tracts with new census tract numbers. If completed successfully, the two new tracts have no shading (no red or green) unless they fall outside the acceptable ranges of population or housing unit counts.
 - *This step depicts imagery.*



Split Census Tract By Block Group – Step 6

- Click the **Save** button to save the edits and update the project. *The **Current edits** confirmation dialog box asks to save the changes for all layer(s).*

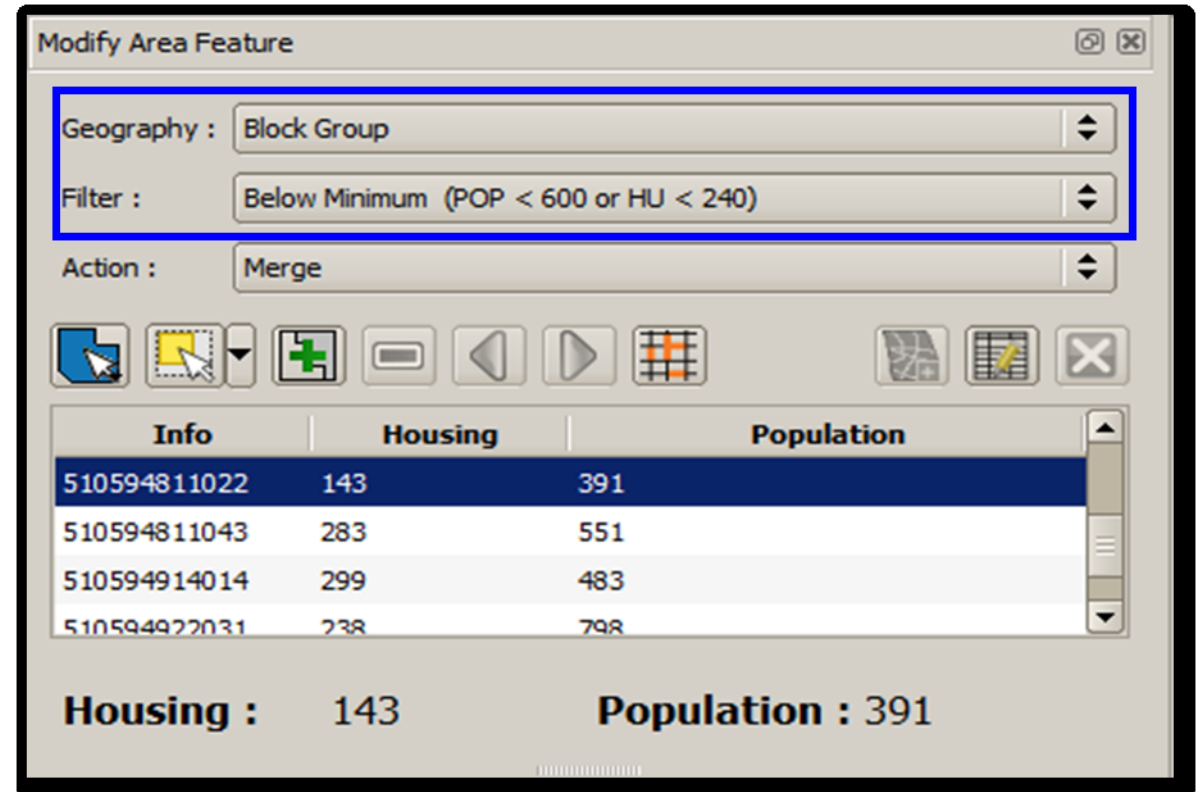


Merge Block Groups

- To resolve the block groups below the minimum threshold, participants perform a merge action by merging neighboring block groups.
- If both the block group and its census tract are outside the thresholds, resolve the census tract first.
- Because block groups nest within census tracts, the higher-level census tract changes affect how participants resolve block group errors.
- Recall that historical comparability is not a concern for block groups as it is for census tracts, so participants have more freedom to make boundary corrections and reorganize existing block groups to meet criteria thresholds.

Merge Block Groups – Step 1

- Within the **Modify Area Feature** window, click the **Filter** drop-down menu to select **Below Minimum (POP < 600 or HU < 240)**.
 - *This selects all block groups that have less than the minimum number of housing units or total population. Change the **Action** drop-down to **Merge**.*
 - *This allows participants to merge (or combine) the block groups falling below the minimum requirements.*



Modify Area Feature

Geography : Block Group

Filter : Below Minimum (POP < 600 or HU < 240)

Action : Merge

Info	Housing	Population
510594811022	143	391
510594811043	283	551
510594914014	299	483
510594922031	238	798

Housing : 143 Population : 391

Merge Block Groups – Step 2

- Double click to select a block group from the **Info** column within the **Modify Area Feature** window.
- *The **Map View** zooms to the selected block group to review for potential merging and highlights it.*

Modify Area Feature

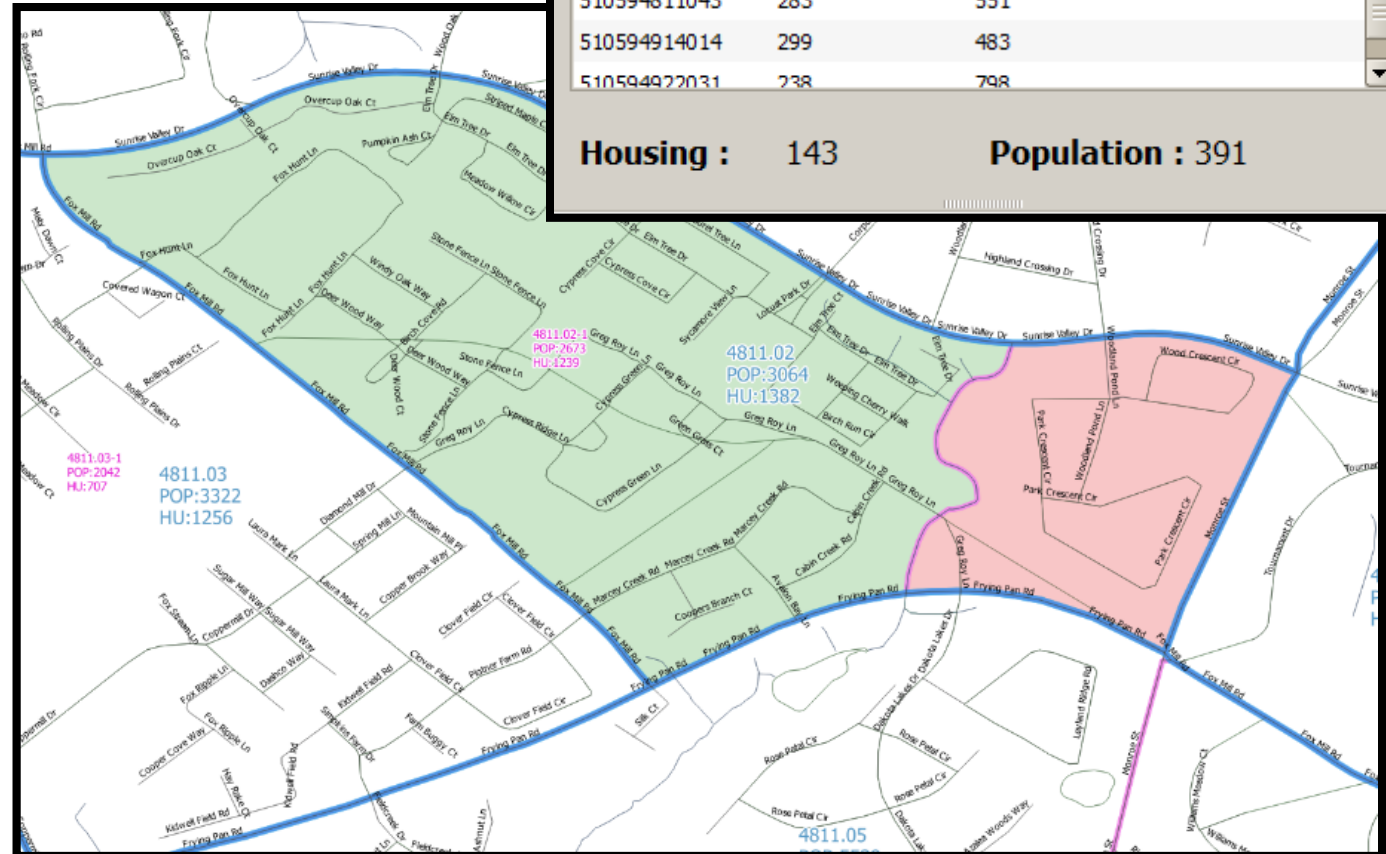
Geography : Block Group

Filter : Below Minimum (POP < 600 or HU < 240)

Action : Merge

Info	Housing	Population
510594811022	143	391
510594811043	283	551
510594914014	299	483
510594922031	238	798

Housing : 143 Population : 391



Merge Block Groups – Step 3

- Click the **Select Features by Area** or **single click** button to select the block group(s) to use to merge with the below minimum block group.
 - The newly selected block group(s) highlight in yellow. This step depicts imagery.*



Modify Area Feature

Geography : Block Group

Filter : Below Minimum (POP < 600 or HU < 240)

Action : Merge

Info	Housing	Population
510594811022	143	391
510594811043	283	551
510594914014	299	483
510594922031	238	798

Housing : 1382 Population : 3064

Merge Block Groups – Step 4

- If the selected block group(s) generate a valid new block group, click the **Merge** button to create a new block group.

Modify Area Feature

Geography : Block Group

Filter : Below Minimum (POP < 600 or HU < 240)

Action : Merge

Info Housing Population

510594811022	143	391
510594811043	283	551
510594914014	299	483
510594922031	238	798

Housing : 1382 Population : 3064

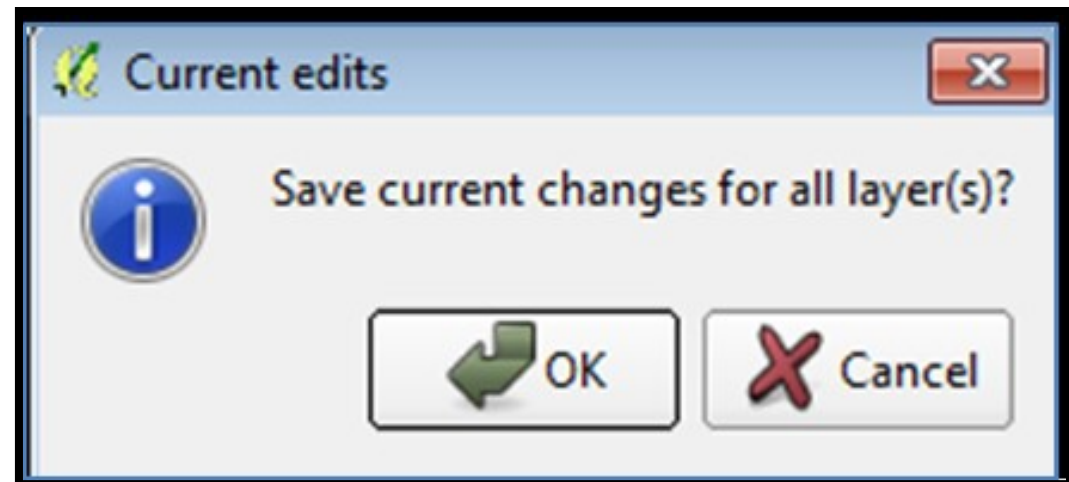
Merge Block Groups – Step 5

- Refer to the **Map View** to verify that GUPS created the new block group with a new block group number.
- If completed successfully, the new block group has no shading (no red or green) unless it still falls outside the acceptable ranges of population or housing unit counts.



Merge Block Groups – Step 6

- Click the **Save** button to save the edits and update the project.
 - *The **Current edits** confirmation dialog box asks to save the changes for all layer(s).*

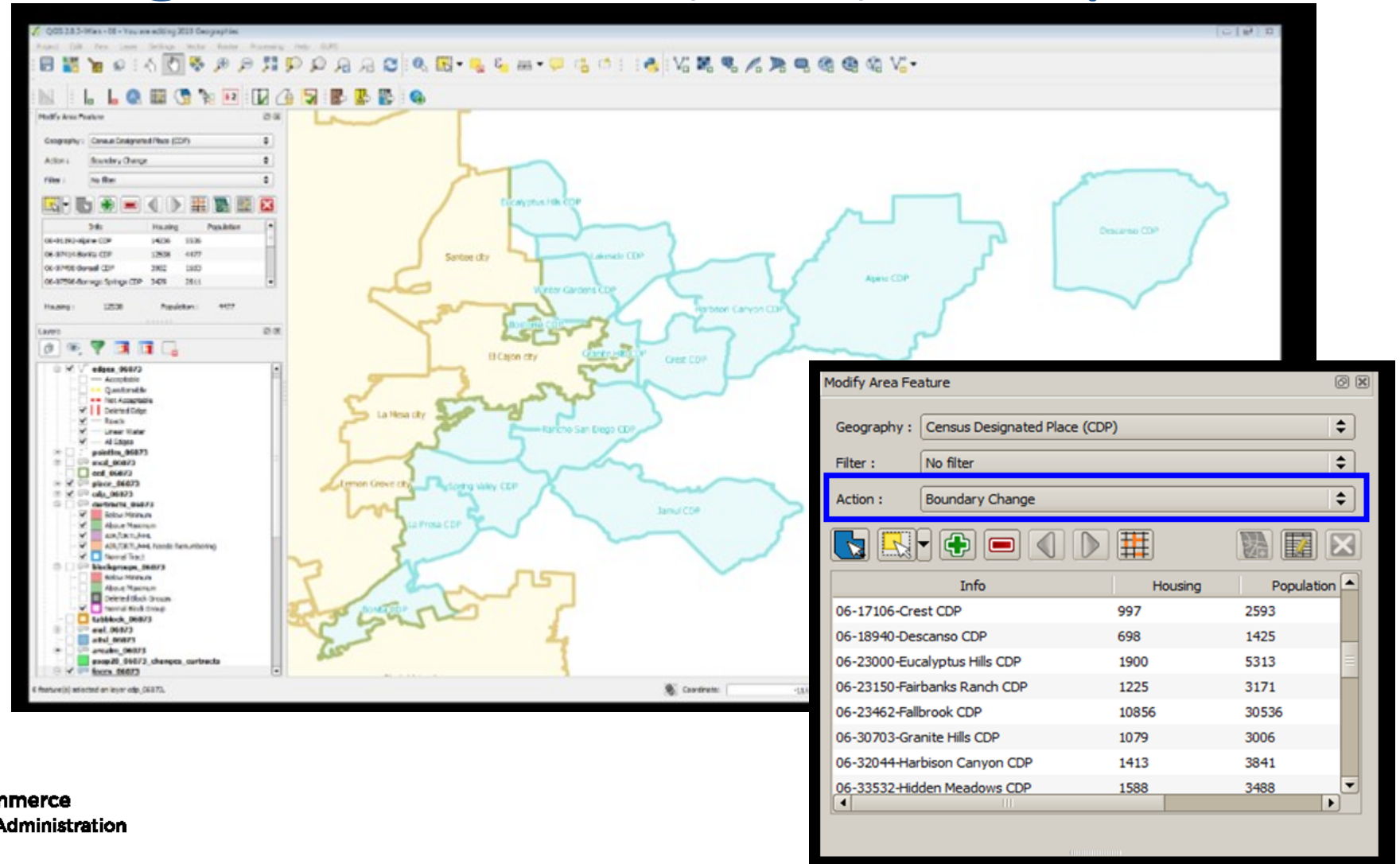


Boundary Change – Add Area (CDP)

- Participants can perform boundary changes to CDPs by adding a new area or removing an existing area.
- The Boundary Change action uses the faces layer to modify CDPs.
- CDP boundaries must follow physical boundaries, so the use of imagery when performing this action is vital.
- If the addition of area dictates an attribute change, refer to the Change Attribute section for details on modifying the name of existing CDPs.

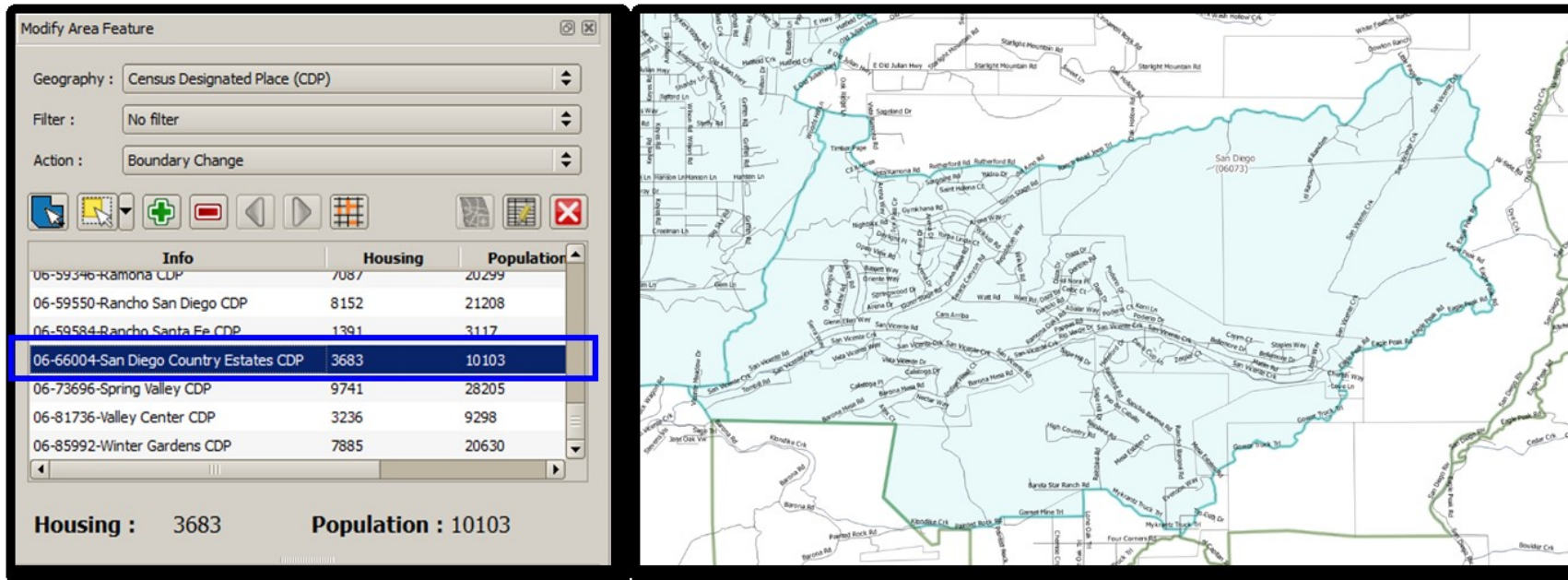
Boundary Change – Add Area (CDP) – Step 1

- Within the **Modify Area Feature** window, click the **Action** drop-down menu to select **Boundary Change**.



Boundary Change – Add Area (CDP) – Step 2

- Double click to select a CDP from the **Info** column within the **Modify Area Feature** window.
- *The **Map View** zooms to the selected CDP to review and highlights it.*



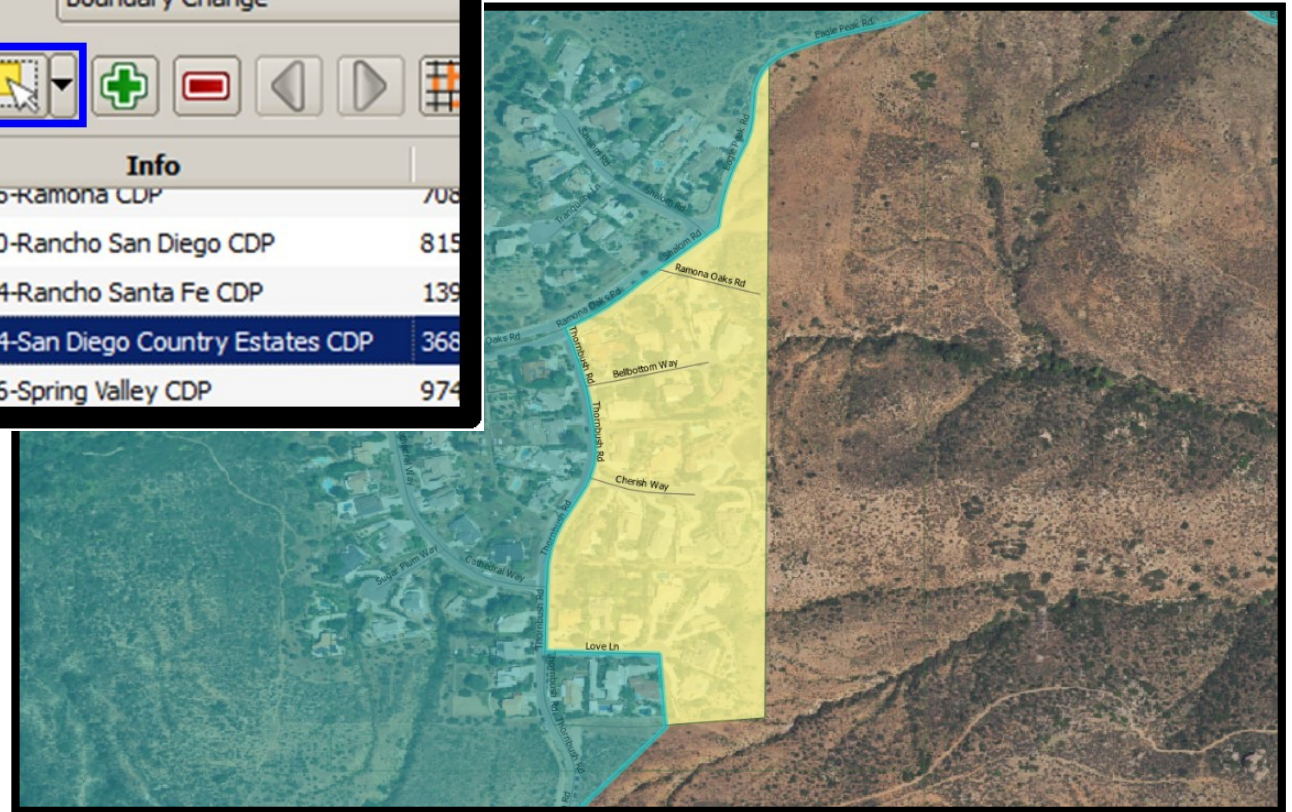
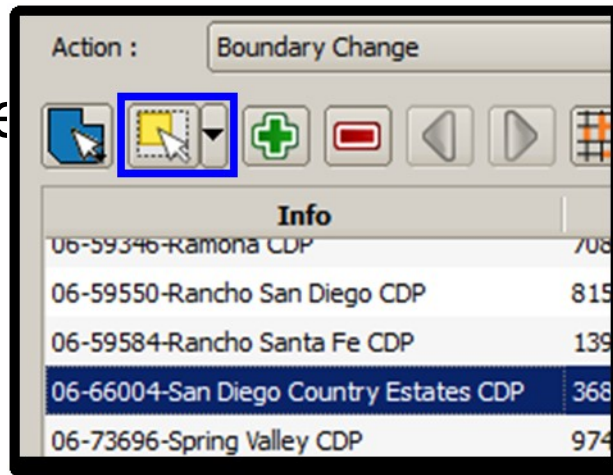
The screenshot displays the 'Modify Area Feature' window. On the left, a table lists various CDPs with their respective housing and population counts. The CDP '06-66004-San Diego Country Estates CDP' is highlighted with a blue border. Below the table, the housing and population counts for the selected CDP are shown. On the right, a map view shows the geographical location of the selected CDP, with the area highlighted in light blue.

Info	Housing	Population
06-59346-Ramona CDP	7087	20299
06-59550-Rancho San Diego CDP	8152	21208
06-59584-Rancho Santa Fe CDP	1201	3117
06-66004-San Diego Country Estates CDP	3683	10103
06-73696-Spring Valley CDP	9741	28205
06-81736-Valley Center CDP	3236	9298
06-85992-Winter Gardens CDP	7885	20630

Housing : 3683 Population : 10103

Boundary Change – Add Area (CDP) – Step 3

- Click the **Select Features By Area** or single click button to select the face to add to the CDP.
- Participants can choose any of the four choices beneath the **Select Features** button to accomplish the modification to the CDP.



Boundary Change – Add Area (CDP) – Step 4


- Click the **Add Area** button to apply boundary change (addition of faces/areas) to the selected CDP.

Modify Area Feature

Geography : Census Designated Place (CDP)

Filter : No filter

Action : Boundary Change



Info	Housing	Population
06-59346-Ramona CDP	7087	20299
06-59550-Rancho San Diego CDP	8152	21208
06-59584-Rancho Santa Fe CDP	1391	3117
06-66004-San Diego Country Estates CDP	3683	10103
06-73696-Spring Valley CDP	9741	28205
06-81736-Valley Center CDP	3236	9298
06-85992-Winter Gardens CDP	7885	20630

Housing : 3683 Population : 10103

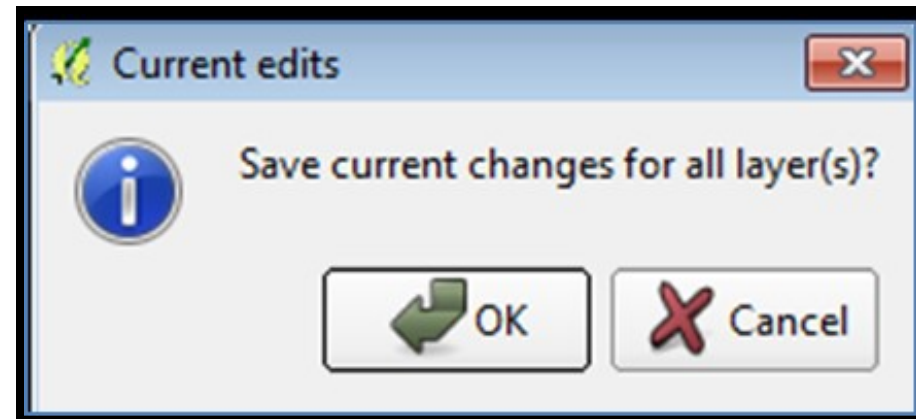
Boundary Change – Add Area (CDP) – Step 5

- Refer to the **Map View** to verify that GUPS captured the boundary change properly for the CDP. Zoom to the proper scale for viewing if the area added is small.

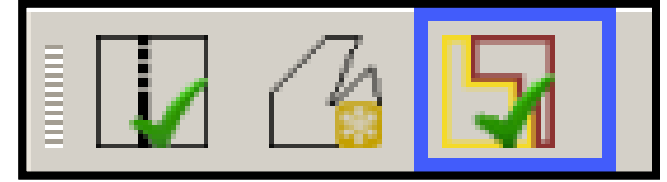


Boundary Change – Add Area (CDP) – Step 6

- Click the **Save** button to save the edits and update the project.
 - *The **Current edits** confirmation dialog box asks to save the changes for all layer(s).*

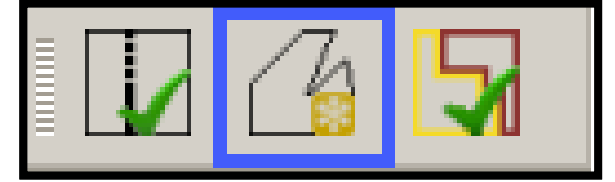


PSAP Criteria Review Tool



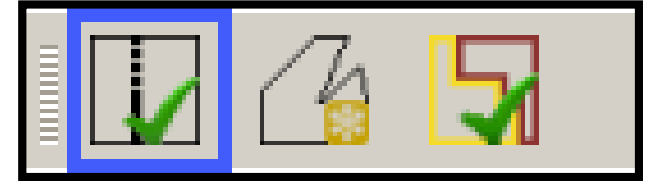
- Participants use the this tool to generate a list of entity failures and correct the failures or provide a justification for the failure.
- GUPS color-codes the list of failures: Participants must correct **red** errors in census tracts and block groups.
- They must correct **orange** errors or justify them to remain as such.
- Participants can correct the issues or provide a justification of their own to retain the geography based on local knowledge.
- Run this required check before creating a data output file for submission to the Census Bureau.

Review Change Polygon Tool



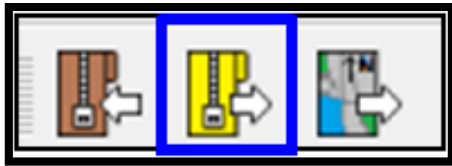
- This tool reviews transaction polygons for census tracts, block groups, and CDPs.
- It provides a list of their applied changes (boundary changes, splits, merges).
- Participants use this tool to check the general accuracy of the change polygons in the **Map View** by clicking each change within the list.

Geography Review Tool



- This tool provides access to the attribute tables of some of the layers displayed in the Table of Contents.
- It filters the map layers based on field values in the attribute table.
- This tool provides an overall review of the new or deleted entities, or the entities with boundary changes.
- The Census Bureau recommends the use of this tool, rather than directly editing the various statistical geographies attribute tables.

Exporting Data

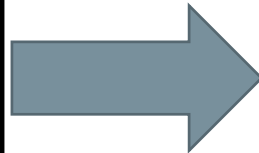


Select Output Type

☐ Export for Census

☒ Share with Another Participant

OK Cancel



GUPS User Contact Information

Participant Statistical Areas Program (PSAP) Contact Information

First Name: * MI: Last Name: *

Dept. Name: *

Position: *

Address: *

City: * State: * Texas [48] Zip: * #####

Phone: * (###) ###-#### Ext: #### FAX: * (###) ###-####

E-mail: *

OK Cancel



Export to Zip

Export Zip file was created

Folder:
X:/PSAP/Internal_Review/processing/00_NPC_Workspace/gillu001/GUPSGIS\gupsdata\TSR20\output

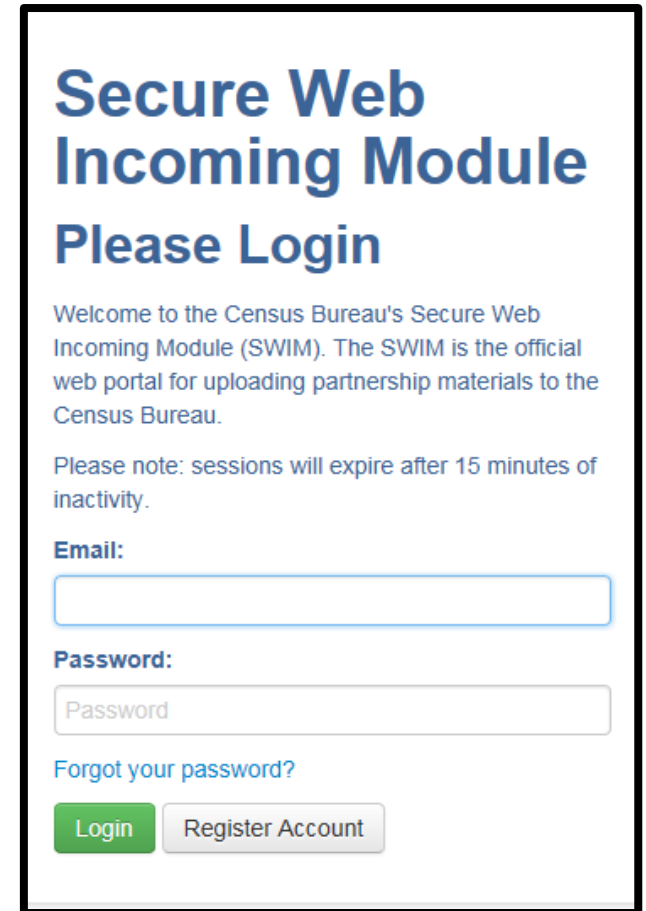
Filename: psap20_49902904610_return.zip

View folder?

Yes No

Secure Web Incoming Module (SWIM)

- Official web portal for uploading materials to Census Bureau.
- Used for other programs besides PSAP.
- Accounts are people based, not entity based.
- 12-digit registration token to establish account provided by Census Bureau.
- Only accepts .zip files.
- Size limitation of 250 megabytes.



Secure Web Incoming Module
Please Login

Welcome to the Census Bureau's Secure Web Incoming Module (SWIM). The SWIM is the official web portal for uploading partnership materials to the Census Bureau.

Please note: sessions will expire after 15 minutes of inactivity.

Email:

Password:

[Forgot your password?](#)

SWIM Account Login and Welcome Screens

Secure Web Incoming Module

Please Login

Welcome to the Census Bureau's Secure Web Incoming Module (SWIM). The SWIM is the official web portal for uploading partnership materials to the Census Bureau.

Please note: sessions will expire after 15 minutes of inactivity.

Email:

Password:

[Forgot your password?](#)

Welcome, !

#	Created On	Status	file(s)	
1	11/06/2018	Completed	1. Example.zip (33.53 KiB)	<input type="button" value="Delete"/>

<<https://respond.census.gov/swim/>>

SWIM Account Registration Screens

Secure Web Incoming Module

Please Login

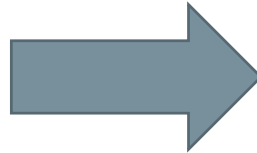
Welcome to the Census Bureau's Secure Web Incoming Module (SWIM). The SWIM is the official web portal for uploading partnership materials to the Census Bureau.

Please note: sessions will expire after 15 minutes of inactivity.

Email:

Password:

[Forgot your password?](#)



Account Registration

Registration Token:

First Name:

Last Name:

Phone Number: - - #

Agency:

Email:

Confirm Email:

Password:

Confirm Password:

Security Question:

Answer:

SWIM Start New Upload Screen

Click 'Start New Upload' to begin.

Start New Upload

What Census program are you reporting data for?

Select the geographic program that you currently wish to submit data for the Census Bureau to review. This selection affects only your current upload. You may select a different option for future uploads. If you are unsure what program to select send an email to geo.swim@census.gov for more guidance.

- ☐ Boundary Annexation Survey (BAS)
- ☐ Boundary Quality Assessment and Reconciliation Project (BQARP)
- ☐ Federal Agency Updates (FDU)
- ☐ Geographic Support System (GSS)
- ☐ Local Update of Census Addresses Feedback (LUCA FB)
- ☒ Participant Statistical Areas Program (PSAP)
- ☐ Redistricting Data Program - BBSP-VTD (RDP)
- ☐ Redistricting Data Program - CD-SLD (RDP)
- ☐ School District Review Program (SDRP)
- ☐ Count Review Operation (CRO)
- ☐ New Construction (NC)

Next

SWIM Type of Geography Screen

SWIM - Secure Web Incoming Module Logged in as

What type of geography are you reporting statistical areas for?

☐ County

☐ Tribal Area

Select a State and County

State:

County:

SWIM Select a .ZIP file to Upload

Select a .ZIP file to upload.

File submissions must be in "zip format" and file size should not exceed 250 MB. Please group all related data together into one ZIP archive including any metadata or supporting documentation that you have available. Please include information about how your geographic data is projected if applicable. If you are submitting shapefiles, be sure to include all of the component files necessary to use the shapefile (at a minimum .shp, .prj, .dbf, .shx). If you are submitting a .MXD file please be sure to include all of the separate data files that are used in the Map (all of the layers, shapefiles, etc.). Please provide any additional information, as applicable, in the comments box below.

Choose File

+ Add File

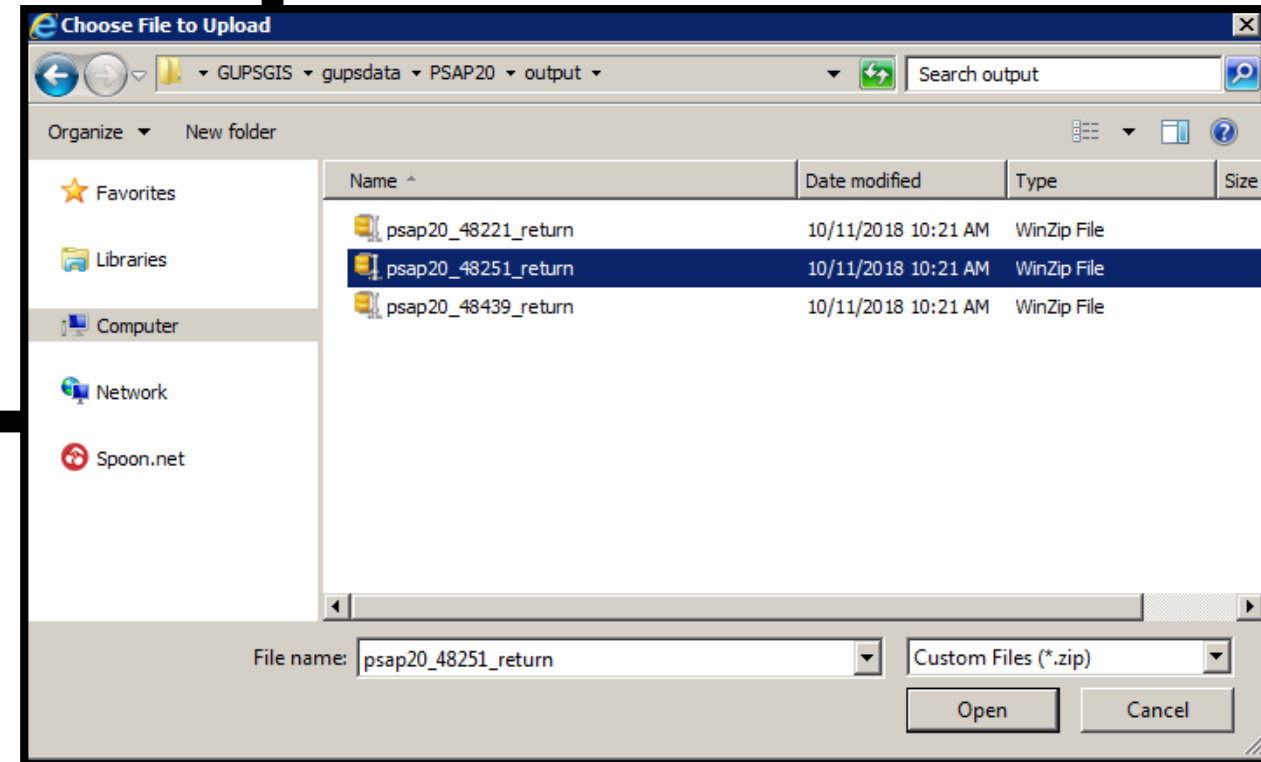
Status:

File(s):

Comments:

Previous

Next



SWIM Thank You Confirmation Screen

Thank You

Thank you for using SWIM. You will receive an email when your file successfully transfers to the Census Bureau.

File: psap20_48251_return.zip

You may [Log Out](#) or return to the [upload form](#), to submit more files.

Supplemental Sources for PSAP Review

- TIGERweb.
- American Indian Areas Layer.
- Area Landmark and Point Landmark Layers.
- Parcel Boundaries.

TIGERweb

- Located at <<https://tigerweb.geo.census.gov/tigerweb/>>, allows participants to view the Census Bureau's 2010 census geographies layers outside of the GUPS environment.
- Allows viewing, at street level detail, features such as roads, waterways, and county, place/city, CDP, census tracts, block groups and other boundaries, and satellite imagery.
- Participants may find this additional tool beneficial to visualize the 2010 census tracts and block groups for comparison to their 2020 proposed plan in order to verify the changes or determine if there is a need to make additional changes.

American Indian Areas Layer

- The American Indian Areas layer within GUPS provides a supplemental source for understanding what entities cause tracts to code in the 94XX range and can serve as a very strong legal feature for establishing and correcting tract and block group boundaries.
- The 94XX code series is reserved for standard census tracts that are delineated either within or primarily to cover an American Indian Reservation or off-reservation trust land while also adhering to the standard census tract criteria.
- Some areas of the country, primarily in the Southwest, have counties with the majority of tracts coded to the 94XX range. Major changes to reservation areas happen infrequently, so the Census Bureau does not anticipate that PSAP will produce any new 94XX coded tracts.

Area and Point Landmark Layers

- As a tool for determining whether a census tract or block group could be a special land use area, it can sometimes be helpful to activate the area landmark (arealm) or point landmark (pointlm) layers within GUPS.
- While providing a useful visual, many landmarks do not qualify as special use areas because of their areal extent. Additionally, existing landmarks may not have any distinguishing features in aerial imagery to help with drawing boundaries and may not necessarily map to the extent of the special land use geographic entity.
- As a supplemental layer, area landmarks give participants another tool to describe a special land use area that is apparent directly from the visible land use characteristics.

Parcel Boundaries

- In some situations, non-visible, legal, linear features can be preferred as boundaries for census tracts and block groups. At the smallest scale, participants can use parcel boundaries for reference to developments or contiguous personal plots if no other solution for splitting an area is present.
- Parcel boundaries are particularly useful when working census tracts that contain neighborhoods characterized by cul-de-sacs that form ‘dangling’ edges in the database, meaning that there is frequently not a closed circuit of visible features available to connect all of the housing units associated with the development.

PSAP Website

- GUPS download link.
- Respondent Guides.
- Proposed changes file.
- Webinar schedule.
- Everything you need to know about PSAP.

The screenshot shows the U.S. Census Bureau website. The top navigation bar includes the Census Bureau logo, a search bar, and links for BROWSE BY TOPIC, EXPLORE DATA, LIBRARY, SURVEYS/ PROGRAMS, INFORMATION FOR..., FIND A CODE, and ABOUT US. The main heading is "Decennial Census of Population and Housing". Below this, the "Participant Statistical Areas Program (PSAP)" is highlighted. A sidebar on the left lists various topics under "About the Decennial Census" and "Participant Statistical Areas Program (PSAP)". The main content area lists links for "On this page:", including "2020 Census Participant Statistical Areas Program (PSAP)", "2020 Census PSAP Information Guide", "Who is my 2020 Census PSAP contact?", "Why Participate in the 2020 Census PSAP?", "What's New?", "What is the 2020 Census PSAP Schedule?", "2020 Census PSAP Delineation Materials", "Training Webinar Information", "2020 Census PSAP Federal Register Notice", "Where Can I Find More Information?", and "Contact Information". A right sidebar titled "You May Be Interested In" lists "RELATED TOPICS" (Available APIs), "AROUND THE BUREAU" (America Counts: Stories Behind the Numbers), and "MOST POPULAR" (Housing). The URL "https://www.census.gov/programs-surveys/decennial-census/about/psap.html" is visible at the bottom of the page.

Support and Assistance

- Email: geo.psap@census.gov
- Phone: (844) 788-4921
- Website: <<https://www.census.gov/programs-surveys/decennial-census/about/psap.html>>

Connect With Us



Sign up for and manage alerts:
<<https://public.govdelivery.com/accounts/USCENSUS/subscriber/new>>



facebook.com/uscensusbureau



More information on the 2020 Census Memorandum Series:
<<https://www.census.gov/programs-surveys/decennial-census/2020-census/planning-management/memo-series.html>>



twitter.com/uscensusbureau



youtube.com/user/uscensusbureau



More information on the 2020 Census:
<<https://www.census.gov/2020census>>



instagram.com/uscensusbureau



More information on the American Community Survey:
<<https://www.census.gov/programs-surveys/acs/>>



pinterest.com/uscensusbureau



U.S. Department of Commerce
Economics and Statistics Administration
U.S. CENSUS BUREAU
census.gov